

## **POSITION DESCRIPTION**

National Fisheries Authority

### **AM6025 - Executive Manager - Project Management**

**The National Fisheries Authority (NFA)** is a non-commercial Statutory Authority established under the Fisheries Management Act 1998 on 1st January 2001.

NFA is responsible for the sustainable management and facilitation of fisheries resources development in Papua New Guinea with an aim to maximise economic benefits to the stakeholders.

The Authority is inviting **exceptional candidates** to apply for this Executive Management position:

### **EXECUTIVE MANAGER - PROJECT MANAGEMENT**

The Executive Manager, Project Management (EM-PM) reports directly to the Directorate, through the Deputy Managing Directors with the overall oversight of the operations of the NFA PM Division; and ensuring effective management of activities and projects, hence, delivery of outputs relating to the result areas of Project Management through its annual workplans.

#### **Key Responsibilities:**

- Lead in the timely preparation of the annual divisional workplan and budget
- Provide leadership and accountability on the implementation of the divisional workplan and budget expenditures
- Ensure a well-coordinated, participatory and consultative sector policy and plan development process
- Ensure the establishment and ongoing improvement of a systematic and coordinated project management process within NFA, aligning to the national government planning framework
- Ensure a well-coordinated engagement with development partners and international development assistance, consistent with the sector priorities and sector plans
- Identify, evaluate, implement and monitor projects. Report in the manner required by the directorate and the Board
- Work closely with donors and technical agencies and others potentially able to assist with advancing the government policy in the sector
- Coordinate with managers, provincial governments, community, other public sector agencies and industry in developing plans that better enable the achievement of NFA goals
- Develop position papers as may be required on various domestic and regional sector issues
- Ensure the establishment and promotion of evaluative and learning culture by encouraging monitoring and evaluation of project management policies and plans for the improvement of the ongoing strategic project management and policy development
- Carry out any other duties which fall within the broad spirit, scope and purpose of this job description and which are commensurate with the grade of the post

#### **Expected Competencies:**

- Minimum of 5 years of experience at a senior level in fisheries administration, with at least 3 years work in developing and applying strategic management tools in the provision of policy advice in a fisheries or resource management context
- Minimum qualification of a first degree in either Economics, strategic management, or public policy or relevant discipline with strong strategic management or policy and planning content. Preference for a post graduate degree in either area
- Ability to think critically, analyse issues and develop strategies
- Possess strong analytical skills to provide sound policy analysis of relevant fisheries situation
- An excellent understanding of the principles of fisheries development and fisheries economics

- Demonstrated ability to communicate effectively both orally and in writing with appropriate personnel and stakeholders
- Ability and willingness to travel frequently within and outside the country

An attractive remuneration package commensurate with qualifications and experience is on offer for the right candidate.

**APPLY NOW**

Please visit our website: <https://vanguard.com.pg/vacancies/>

Complete the Application Form and follow the website instructions to forward to Vanguard International, including a detailed CV.

**A full Position Description is available for each position and can be requested from our office. Applicants are encouraged to obtain this prior to applying.**

Alternatively, please call us on (+675) 7500 7500 or email [recruitment@vanguard.com.pg](mailto:recruitment@vanguard.com.pg)

**Applications close COB Friday 19<sup>th</sup> August 2022**

**Only shortlisted candidates will be contacted**

To apply for this position:

- Download and complete the Application Form from <http://www.vanguard.com.pg>.
- Email the application to [recruitment@vanguard.com.pg](mailto:recruitment@vanguard.com.pg) together with a copy of your CV in MS Word format.

**Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview**