



Pacific
Community
Communauté
du Pacifique

- **Suva-based position (Fiji)**
- **Attractive expatriate package**
- **Join the principal development organisation in the region**

*The Pacific Community (SPC) invites applications for the position of **Team Leader - Strategic Learning, Outreach and Communications** within its the Educational Quality and Assessment Programme (EQAP) Division. This position will be located at its regional office in Suva, Fiji.*

Description

The **Pacific Community (SPC)** is the principal scientific and technical organisation in the Pacific region, supporting development since 1947. We are an international development organisation owned and governed by our 27 country and territory members. In pursuit of sustainable development to benefit Pacific people, our organisation works across more than 25 sectors. We are known for our knowledge and innovation in such areas as fisheries science, education, public health, geoscience, and conservation of plant genetic resources for food and agriculture.

The vision of the Educational Quality and Assessment Programme (EQAP) is to be 'The agency for educational quality in the Pacific region'. Its mission is to enhance the quality of education and training for Pacific learners, so they realize the benefits of lifelong learning. EQAP seeks to promote the following core values within the context of SPC's corporate values:

- a culture of quality;
- a culture of continuous improvement;
- cultural and political sensitivity;
- respect for the autonomy and priorities of the education system in each Pacific Island country and territory (PICTs); and
- assimilation of the expressed needs of countries in its delivery of technical services.

The role – **Team Leader - Strategic Learning, Outreach and Communications** is responsible for the management and leadership of the MEL and Communications team as a section within EQAP, ensuring the delivery of high-quality services to member countries as guided by the current, and future strategic plans.

The key responsibilities of the role include:

Strategic Leadership and Collaboration

- Provide leadership in driving strategic outreach and engagement internally and externally.
- Collaborate with internal teams and external partners to enhance knowledge-sharing and learning opportunities.
- Align learning strategies with organisational objectives and regional priorities.
- Represent the organisation in relevant forums, networks, and partnerships to advocate for best practices in learning and development.

Leadership in Organisational Learning and Knowledge Management

- Develop and implement strategies to capture, document, and share institutional knowledge.
- Ensure that lessons learned from projects and initiatives inform future decision-making and improvements.
- Establish and maintain accessible knowledge-sharing platforms and repositories.
- Promote a learning culture across the organisation.
- Coordination of outreach and engagement in strategic ways to drive increased knowledge and engagement on integrated work led by EQAP organizationally.

Leadership in Monitoring, Evaluation, and Learning (MEL)

- Elevate and drive effective translation of Divisional MEL frameworks and impact to assess the effectiveness of learning initiatives.
- Collect and analyse data, testimonials and stories of impact to showcase and measure the importance of programs and inform decision-making.
- Communicate evaluation findings and best practices to enhance organisational learning.
- Ensure MEL processes contribute to program improvement and strategic planning.

Strategic Communications and Visibility

- Provide strategic direction on project communication, visibility, and stakeholder engagement.
- Organisational wide contributions to reporting, One SPC priorities and strategic coordination of key engagement and outreach actions, both internally and externally.
- Oversee the development and measurable impact of communication and visibility plans, ensuring alignment with EQAP's strategy.
- Lead the coordination of divisional social media activities and external engagement to enhance EQAP's public presence.
- Ensure proactive planning by maintaining an updated divisional events calendar at least six months in advance in coordination with the Communications Editorial Team and Community of Practice.
- Mentor and guide team members in executing effective communication strategies and supporting active career development and organisational opportunities for learning.

Leadership in Content Development and Quality Assurance

- Setting and enforcing organisational quality standards for all communication materials, including media releases, blogs, stories, and social media content.
- Compliance and management of organisational branding and messaging to ensure compliance with corporate and partner requirements.
- Provide leadership in content creation, ensuring the division delivers high-impact feature stories and thought leadership pieces.
- Develop and implement guidelines for effective storytelling and audience engagement.
- Reviewing and approving divisional communications, ensuring consistency and strategic alignment.

For a more detailed account of the key responsibilities, please **refer to the online job description**.

Key selection criteria

Qualifications

- Postgraduate degree in monitoring, evaluation, and learning (MEL), communications, social Sciences, international development, or a related field or equivalent body of knowledge and experience.

Technical expertise

- Minimum of 10 years of experience in strategic communications, engagement and outreach with an understanding of monitoring, evaluation, and learning (MEL).
- Experience in strategic leadership and communications.
- Proven track record of leading teams in both MEL and communications functions and ensuring it aligns with organisational goals.
- Proficiency in MEL Tools and Data Analysis Software and experience in communication tools such as content management, social media platforms and multimedia tools.
- Strategic thinker with well-developed analytical skills and attention to detail.
- Experience in communicating PMEL products for development effectiveness.
- High level of emotional intelligence.

Language skills

- Excellent English communication skills (oral and written) with a working knowledge of French being an advantage

Interpersonal skills and cultural awareness

- Ability to work in a multicultural, inclusive and equitable environment

Salary, terms and conditions

Contract Duration – Until 30 November 2027 – subject to renewal depending on funding and performance

Remuneration – The **Team Leader - Strategic Learning, Outreach and Communications** is a band 11 position in SPC's 2025 salary scale, with a starting salary range of 3,091–3,864 SDR (special drawing rights) per month, which currently converts to approximately FJD 9,303–11,629 (USD 4,111–5,138; EUR 3,786–4,733). An offer of appointment for an initial contract will normally be made in the lower half of this range, with due consideration given to experience and qualifications. Progression within the salary scale will be based on annual performance reviews. Remuneration of expatriate SPC staff members are not subject to income tax in Fiji; Fiji nationals employed by SPC in Fiji will be subject to income tax.

Benefits for international employees based in Fiji – SPC provides a housing allowance of FJD 1,500–5,200 per month. Establishment and repatriation grant, removal expenses, airfares, home leave travel, health and life and disability insurances and education allowances are available for eligible employees and their eligible dependents. Employees are entitled to 25 working days of annual leave per annum and other types of leave, and access to SPC's Provident Fund (contributing 8% of salary, to which SPC adds a 10% contribution).

Languages – SPC's working languages are English and French.

Recruitment principles – SPC's recruitment is based on merit and fairness, and candidates are competing in a selection process that is fair, transparent and non-discriminatory. SPC is an **equal-opportunity employer**, and is committed to cultural and gender diversity, including bilingualism, and will seek to attract and appoint candidates who respect these values. Due attention is given to gender equity and the maintenance of strong

representation from Pacific Island professionals. If two interviewed candidates are ranked equal by the selection panel, preference will be given to the **Pacific Islander**. Applicants will be assured of complete confidentiality in line with SPC's Privacy Policy.

Application procedure

Closing Date: 8 June 2025 at 11:59pm (Fiji time)

Job Reference: TT000077

Applicants must apply online at <http://careers.spc.int/>

Hard copies of applications will not be accepted.

For your application to be considered, you must provide us with:

- an updated resume with contact details for three professional referees
- a cover letter detailing your skills, experience and interest in this position
- responses to all screening questions

Your application will be considered incomplete and will not be reviewed at shortlisting stage if all the above documents are not provided. Applicants should not attach copies of qualifications or letters of reference. Please ensure your documents are in Microsoft Word or Adobe PDF format.

For international staff in Fiji, only one foreign national per family can be employed with an entity operating in Fiji at any one given time. SPC may assist on a case-by-case basis with submissions to Fiji Ministry of Foreign Affairs for their consideration and final approval. SPC cannot and does not make any guarantee whatsoever of approval for such applications to Fiji Ministry of Foreign Affairs and where an application is approved, the spouse or partner will subject to such terms and conditions as may be set from time to time by the Ministry.

SPC does not charge a fee to consider your application and will never ask for your banking or financial information during the recruitment process.

Screening Questions (maximum of 2,000 characters per question):

1. How have you integrated MEL with communications to improve program impact and measure results?
2. Describe a communications strategy you led to boost stakeholder engagement and how you measured its success.
3. Share an example of delivering Pacific-focused content under tight deadlines while meeting quality and branding standards.