

FIJI NATIONAL UNIVERSITY
JOB DESCRIPTION



VISION STATEMENT:

To be the leading dual-sector transformative university predicated on inclusiveness, innovation and accessibility for Fiji and the Pacific.

MISSION STATEMENT:

To serve the people of Fiji and the wider Pacific region with leadership that engages with people and communities, respects partnership, enhances excellence, and provides education and skills that promote sustainability through research with real world impact and contributes to self-development.

1. POSITION DETAILS

Position	: Project Manager
Incumbent	:
College	: College of Agriculture, Fisheries and Forestry and Forestry
Department	: CAFF General Office
Location	: Koronivia
Reports to	: Dean College of Agriculture, Fisheries and Forestry

2. PURPOSE

Responsible for planning, organizing, and managing to completion the ACIAR funded project titled *Landcare - an agricultural extension and community development model at district and national scale in Fiji*. This includes ensuring that Fiji partner projects are delivered on time, on budget, and within scope. The role will link the four partner components of the project: 1. Research; 2. Operational; 3. Capacity and 4. Research & Development Funding.

Project Summary

Previous research in Mindanao, Philippines highlighted how certain types of community-based extension principles can rapidly enhance agricultural livelihoods by improving both farmer-based learning networks and community social capital. From this research an extension model known as Livelihood Improvement through Facilitator Extension (LIFE) was specifically developed. With its genesis in Philippines Landcare has provided evidence of extension scalability at local, regional and national level within the Philippines.

The research gap is knowing whether a Landcare approach, using the LIFE model of improved extension, can transfer from one country to another. The hypothesis is that a Landcare LIFE combination is transferable between nations. The test case for this hypothesis is Philippines to Fiji adaption and adoption of Landcare and LIFE.

Significantly as there are no other Philippines-Fiji collaborations in Agriculture, Forestry or Fisheries facilitated by an ACIAR project this project is trailing a new partnership that will strengthen cooperation (including across the Pacific region) and contribute to the international discourse on research for development (R4D) and extension.

The project will be delivered in three case study communities (Taveuni Island ~300 households, Sigatoka River catchment ~900 households and Labasa region ~400 households) and at the national level through a brokered trilateral cooperation between the Philippines and Fiji. The district (community) level testing will focus on how Landcare can build community capacity, extend networks, and strengthen institutional partnerships. At the institutional level, the testing will focus on how the social, collective, and networking characteristics of Landcare and LIFE can be integrated into Ministry of Agriculture and NGO (Tei Tei Taveuni) programming based on the knowledge exchange from the Philippines.

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Community facilitators and farmer leaders employed through the project and hosted by the Ministry of Agriculture and farmer groups (e.g. Tei Tei Taveuni), will assess the resources, skills, and experience available in the respective case study communities; identify issues with community members to action; and then determine with the community how to take appropriate action. This approach draws from Asset-Based Community Development.

A collaborative research partnership will be formed initially involving PCAARRD (Philippine Council for Agriculture, Aquatic and Natural Resources Research and Development of the Department of Science and Technology); ACIAR (Australian Centre for International Agricultural Research); Fiji Ministry of Agriculture; Fiji National University; University of the Philippines Los Banos and Mindanao; and RMIT University, Melbourne. This new partnership will utilise the combined expertise of these organisations to test and analyse the application of Landcare and LIFE. Findings will inform theory, practice and policy and more widely the global extension discourse. Findings will be communicated through Working/Policy Papers, website, joint publication of journal papers, conference presentations, seminars, regional forums and a National Forum.

Participating small holder farmers will develop, share and implement more sustainable ways of managing land and water resources, conserving biodiversity and creating sustainable livelihoods. Furthermore, through targeted project activities farmers and their communities will strengthen their existing social capital for stronger partnerships and networks and be better positioned to cope with and recover from stresses such as climate change. This highlights the role that community groups can make (i.e. collective action) in identifying and addressing locally relevant natural resource and land management priorities.

Likewise, the project extension facilitators/officers will be trained and mentored in using Landcare and LIFE as a more effective, participatory way of engaging and working with farming communities. Learning generated from the project via the forums will contribute to wider discussions on better extension practice.

Other potential users are the institutional agencies and NGOs with a mandate to enhance agricultural livelihoods, conservation and social extension programs.

The tripartite research collaboration between Fiji, Philippines and Australian universities will bring together ideas and generate new learning to be widely shared with academe, researchers, practitioners and others. The research outcomes will inform and influence teaching and curriculum content, policy and practice.

Lastly the project will establish a partnership between representatives from the Fiji Ministry of Agriculture; Philippine Council for Agriculture, Aquatic and Natural Resources Research and Development (PCAARRD) and Australian Centre for International Agricultural Research (ACIAR). This partnership will provide the collaborative environment where mutual research interests can be shared, research design reviewed, and findings devolved to a wider international audience. Cross visits between the three research organisations will be a mechanism for validating and sharing research findings; inspiring further research to inform development and strengthening ongoing partnerships and collaboration.

Project Partners



3. ORGANISATION CHART

Position of Your Immediate Supervisor: **Dean CAFF**

In the table below write down the positions reporting to you (if any). For each of those positions, indicate the number of staff reporting to them.

Positions Reporting To You	No of Staff Reporting To Them
N/A	N/A

4. KEY ACCOUNTABILITIES

The position of Project Manager will be required to closely liaise with the RMIT project manager to set in-country work program activities and coordination of partner's research.

The key functions of the role include:

- Oversee and coordinate project planning, implementation, and networking amongst research partners.
- Provide liaison to RMIT project team, including project updates and risk management.
- Coordinate project research program within FNU.
- Facilitate communication and networking between project sites and partner research teams.
- Broker and facilitate networking with Philippine partners.
- Partnership building - manage and enhance existing partnerships and developing new partnerships to support project research goals.
- Support donor reporting and project administration tasks.

5. KEY CHALLENGES

- Linking the sub-groups in Fiji
- Linking the Fiji group with international collaborators.

6. AUTHORITY LEVEL

Operating Expenditure	:	N/A
Capital Expenditure	:	N/A
Others	:	N/A

7. QUALIFICATION

- Master's degree or higher qualification in social science discipline (such as development studies), agriculture, natural resource management or equivalent.

8. EXPERIENCE

- Minimum 5 years demonstrated experience in project management

9. KNOWLEDGE & SKILLS

- Self-motivated and a good attitude to work
- Questioning mind/problem solving ability
- Project management expertise
- Capacity-building and networking experience
- Effective communication style
- Demonstrated leadership skills
- Demonstrated academic achievement
- Demonstrated experience in research project design and implementation
- Capacity to work within a team
- Value balanced approach to work, community, and family

10. WORKING RELATIONSHIP

INTERNAL	Frequency
Dean	Once a week
FNU research team	Daily
HR/Finance	As required

EXTERNAL	Frequency
Ministry of Agriculture, Fiji	Daily
TTT, Taveuni	Daily
Philipino collaborators	Once a week

11. JOB DESCRIPTION AND VARIATION OF EMPLOYMENT CONDITIONS

It is acknowledged and agreed that from time to time as result of the evolving needs of the employer, the Employee may be required to upgrade his/her qualifications and/or to alter the position or role tasks that are to be carried out Such alterations shall not be deemed to be a variation of this job description or a breach of its terms providing the substantive nature of the employment remains consistent with the parties' intention at the time of contracting.