### Marine Stewardship Council

#### Job Description

**Post:** Fisheries Manager, Australia and New Zealand  
**Department/Region:** Outreach, Asia Pacific  
**Location:** Sydney, Australia

#### Purpose of post:
Responsible for the development and implementation of an outreach strategy for the fisheries sector in Australia and New Zealand with the aim of increasing awareness and understanding of the MSC program and the part that the MSC plays in delivering solutions to the environmental challenges of over-fishing.

#### Line Relationships

**Responsible to:**
Senior Fisheries Manager, Australia, New Zealand and South East Asia

**Responsible for:**
None currently

#### Key Work Relationships

**Internal:**
- Fisheries, Commercial, and Communications Outreach Teams,
- Science and Standards,
- Global Communications,
- Central Services.

**External:**
- Fisheries and fishery representatives,
- Fishery stakeholders; Government, Research, Universities, NGOs, Fishery experts, etc.

#### Authority Limits

- Level 4 post
- Financial delegations in accordance with Financial Handbook

#### Contractual Terms (Australia)

<table>
<thead>
<tr>
<th>Contract type:</th>
<th>Annual leave:</th>
<th>Benefits (Australia)</th>
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<tbody>
<tr>
<td>Permanent</td>
<td>25 days per annum, plus public holidays. Carry over entitlement of up to a maximum of five days per annum</td>
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<tr>
<th>Probation:</th>
<th>Pension:</th>
<th>Other benefits:</th>
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<tr>
<td>6 months</td>
<td>National pension contributions; the Company and the employee shall make contributions equivalent to 4.5% of salary, up to the maximum contributions allowed.</td>
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<tr>
<th>Notice:</th>
<th>Working time</th>
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<tr>
<td>1 month</td>
<td>Monday – Friday; 09:00 – 18:00</td>
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<tr>
<th>Working hours:</th>
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<tr>
<td>40 per week</td>
<td>Working time</td>
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The MSC supports flexible working, so the pattern of hours may vary according to operational and personal needs. The MSC works across different time zones so evening or weekend work and/or some international travel and overnight stays will be required. No overtime is payable, however under certain circumstances time off in lieu may be granted.
Key Responsibilities

The work of the Fisheries Manager is linked to MSC’s overarching objectives of:

- Ensuring the credibility of the MSC;
- Working towards program growth and the ongoing retention of MSC-engaged fisheries in Australia and NZ;
- Supporting certified product getting to market and defining other value streams for certified fisheries;
- Maintaining and building strategic relationships with the MSC’s stakeholders;
- Increasing awareness of the MSC across diverse stakeholder groups;
- Maintaining quality internal systems, communication channels and policy development processes;
- Ensuring financial security and sustainability of the MSC.

To achieve these objectives, the post holder will perform the following functions either directly or through coordination/leadership of internal teams:

Fisheries outreach

- Promote the role and value of the MSC’s fishery certification program to priority regional stakeholders, including those in the fisheries and seafood business sectors, fisheries management agencies, governments, research organizations, environment groups, and other relevant stakeholders;
- Have responsibility for outreach and support to the fisheries. This will include working with each fishery from initial discussions through each stage of involvement in the MSC’s fisheries program. The Fisheries Manager will be the primary point of contact and assistance to encourage each fishery to enter the MSC program and to work with those clients during each step of the process: pre-assessment, full-assessment and post-certification, if the fishery becomes certified;
- Supporting fisheries to participate in MSC policy development processes and in meeting the MSC Fisheries Standard, actively engaging fishers via dedicated communications processes;
- Strategically identify potential fishery clients to engage in the MSC program and develop and implement plans to support their transition through full assessment to certification against the MSC Standards;
- Gather feedback from fisheries on the MSC process and analyse and communicate the results internally. Implement the communications strategy at a fishing sectors level to disseminate best practice, e.g. through events, workshops, training materials, case studies, and then to monitor progress against these;
- Assure the implementation of regional ‘Pathways to Sustainability’ projects and others where the MSC capacity and stakeholders may be involved.

Commercial

- Understand relevant commercial details within MSC engaged fisheries, such as: product forms, supply chains, markets, key commercial supporters, and be able to use that understanding to inform priorities and create leverage to move fisheries to either become certified or make improvements;
- Provide the MSC’s commercial team with accurate commercial and marketing information about each fishery in the program. To work with the commercial team to understand key buyer interest and use that interest to drive certification and improvements.

Develop knowledge of market linkages

- Map and analyse domestic and international seafood product flows derived from Australia and New Zealand into key Asia-Pacific and globally-aligned MSC markets.

Deal with fisheries enquiries

- Respond to the “fishing sector” inquiries, both internal and external, building effective working relations and securing support of potential partners and stakeholders;
- Act as a point of contact for fisheries for Australia and New Zealand alongside the Senior Fisheries Manager;
• Support fishery related enquires, both internally and externally;
• Manage the contact and partner information across the MSC’s platforms in a way which is consistent with MSC’s IT policies.

Reporting
• Provide annual and quarterly reporting against agreed work plans and additional reporting as required;
• Provide oral and written advice through briefings, submissions and reports to MSC staff as needed.

Internal initiatives
• Participate in internal working groups and with additional initiatives when asked.

Fundraising
• Support the Fundraising Team or regional MSC teams in the fundraising activities related to fisheries in the region:
  o Drafting proposals related to fisheries;
  o Providing information to support proposals;
  o Reporting on fisheries activities linked to funded projects.

Note
No job description can be entirely comprehensive, and the jobholder will be expected to carry out such other duties as may be required from time to time and are broadly consistent with the job description and status of the post within the organisation.

You will be expected to carry out all duties in the context of and in compliance with the MSC’s Equality & Diversity and Health & Safety policies.

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**Person Specification**

**Required Attributes**

| Technical Skills, Qualifications & Experience | • Advanced degree or equivalent in: fisheries, marine conservation biology; natural resources or environmental management. |
| - | • Experience of working in fisheries management, research, policy, and/or capture in the Australia, New Zealand and Oceania region. |
| - | • Prior fisheries/seafood business experience would be an advantage. |
| - | • Understanding of the role of eco-labelling in fisheries. |
| - | • Understanding of resource sustainability issues, particularly the fisheries and seafood industry in the Australia and New Zealand region. |
| - | • Well-developed IT skills, including confident use of MS Office products (SharePoint, Word, Excel, Outlook and PowerPoint) |
| Stakeholder Oriented | • Experience working with and proven ability to manage relationships with diverse stakeholders and other external parties, preferably in the fishery, conservation, and commercial sectors. |
### Organisational and Management
- Excellent project planning, work planning, personal organization, and time management skills.
- Successful record of project development and management
- High personal and work ethics.
- Ability to work with minimal supervision.

### Communications
- Excellent verbal and written communication.
- Demonstrated excellence in selling an idea or concept and winning support.
- Demonstrated excellence in preparing and delivering presentations.
- Excellence in spoken communication skills, with a diverse range of people including senior partners in business and government.

### Personal attributes
- Well-developed analytical and systematic problem-solving skills, demonstrating sound reasoning abilities and logical decision making.
- Interpersonal skills with an ability to work with people at all levels, motivate others and change people's attitudes when necessary.
- High level of integrity, accountability and credibility.
- Ability and confidence to gain the credibility and respect of staff at all levels of the MSC, as well as external partners, stakeholders and other collaborators.
- Demonstrated cultural awareness and sensitivity to the diversity of values, views and approaches to issues relevant to the MSC program by stakeholders around the world.
- Willingness and enthusiasm to contribute to MSC-wide responsibilities and development, where appropriate, in pursuit of the MSC’s mission and vision.

### Circumstances
- Ability to travel on a regular basis, up to 40%, to work irregular hours, and to work effectively while traveling.
- Weekend work and regular domestic and international travel may be required.
- Must have a valid passport and be able to travel freely.

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**Job Description Agreement**

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