



## National University of Vanuatu

### Job Description and specifications



<b>Job Title</b>	<b>Project Manager (CHANCES)</b>
<b>Scale/ Level of Competence</b>	Grade 7 of the NUV Salary Structure
<b>Reporting To</b>	Deputy Vice-Chancellor
<b>Job Purpose</b>	Managing the EU-funded project “Climate cHange and the future of coAstal CommuNities: transformation of soCiality, livElihoods and lifeStYle in the South Pacific (CHANCES-Pacific)
<b>Position Background</b>	<p>The Vanuatu National University (NUV) was established by Act No. 34 of 2019, with a mandate to "ensure the advancement of higher education and lifelong learning through academic and professional excellence through training, teaching and learning, in English and French, official languages, research and international cooperation".</p> <p>NUV is developing its research activity and strengthening its regional collaboration, as part of PIURN (Pacific Islands Universities Regional Network). The EU-funded CHANCES project falls under Call 3 “Living Labs for Innovative Solutions to address Climate Change Impact in the Pacific” of the RERIPA (Strengthening Research and Innovation Ecosystems to address the Impact of Climate Change in the Pacific) project.</p> <p>RERIPA is funded by the European Union and is a project collaboratively implemented by:</p> <ul style="list-style-type: none"><li>- IRD – Research Institute for Development</li><li>- PIDF – Pacific Islands Development Forum</li><li>- Meteorological and Geo-Hazard Department Vanuatu</li><li>- PIANGO – Pacific Islands Association of Non-Governmental Organizations</li></ul> <p>The objectives of the call 3 of RERIPA is to create Living Labs (LLs), i.e. multi-disciplinary regional public/private consortia able to address the Impact of Climate Change (CCI) in the Pacific Small Islands Developing States (SIDS), through innovative and sustainable user-centred solutions founded on research-based evidence, with a focus on coastal vulnerability, lagoon and ocean health, and sea level rise.</p> <p>NUV is part of the strong consortium composed of the University of the South Pacific (USP), Ministry of Education and Training, Government of Vanuatu (MOET), the Solomon Islands National University (SINU), the Institute Agronomique Néo-Calédonien (IAC), the University of New Caledonia (UNC),</p>

the University of Sydney, and the EU funded project Family farming, lifestyle, and health in the South Pacific (FALAH).

The main objectives of the CHANCES-Pacific project are to understand the future of livelihoods and lifestyles of the communities in the Pacific affected by coastal vulnerabilities and sea-level rise with the help of digital technologies (Apps and digital medias) and to identify solutions with and for communities involved in living labs that can improve livelihood and lifestyle, in Vanuatu, Solomon Islands and Fiji.

## Position Summary

NUV is looking to recruit a competent and highly motivated person for a position of project management.

The CHANCES Project has two objectives:

- Understand the future of livelihoods and lifestyles of the communities in the Pacific affected by coastal vulnerabilities and sea-level rise with the help of digital technologies (Apps and digital medias).
- Identify solutions with and for communities involved in living lab build that can improve livelihood and lifestyle

The CHANCES Project address also Climate Change Impacts by:

- Working with communities from Vanuatu, Fiji and Solomon Islands that are subject to sea level rise and coastal erosion
- Understanding the impacts of salinization of soil, flooding, loss of lands on crops production and the livelihoods of coastal households and communities
- Setting up Living Labs in urban and rural areas to understand the changes in livelihood practices and lifestyles, focusing on the transition in food production and accessibility in the context of climate change impacts on vulnerable territories subject to coastal vulnerability and sea level rise.

The effective Project Manager responsibilities and accountability requires that he or she gain the confidence of the project partners through fair, open and responsive leadership. The Project Manager is responsible for the effective overall management of the project, ensuring the efficient implementation of the project and the good coordination between partners and collaborators. The Project Manager will be responsible for the implementation of the project, the management of the budget for the project, with the Project Coordinator (lead applicant @ USP).

The Project Manager is responsible for the effective functioning of the project.

The Project Manager is responsible for liaising with the different partners of the project, the lead applicant and the NUV Deputy-Vice-Chancellor's office, in order to provide fortnightly updates on the CHANCES project.

The successful candidate will oversee the development of the CHANCES Project. Ideal candidates will have extensive experience in managing and conducting research projects in the South Pacific region.

Other responsibilities include the development of activities related to the CHANCES project.

The ability to work across disciplines and institutional boundaries and collaborate with government agencies, as well as NGOs and private sector partners in Vanuatu and the Pacific region, is fundamental to this position. Effective communication with a variety of stakeholders, including the general public, is essential and in line with the strategy of the National University of Vanuatu.

### Key Responsibilities – Detailed Listing

The Project Manager will play a key role in the efficient and successful management of the project, based at the National University of Vanuatu.

#### Key responsibilities:

- Ensuring the proper management of the project: implementation of the activities (organizing workshops, online meetings, monitoring and evaluating activities in living labs and outcomes ....) in line with the budget to support deliverables and expected results., contributing to the overall objectives and outcomes of RERIPA;
- Preparing project work plans;
- Coordinating and conducting research activities - particularly coordinating the work plans between all staff and partners of the project, supporting their activities and sending them regular updates on the deliverables and results
- Implement the activities identified in the project: training sessions, qualitative interview, data collection through digital tool, analysis of the data, development of a dissemination strategy if the results, ensuring the sustainability of the projects
- Reporting to the project coordinator of CHANCES (The University of the South Pacific Professor Sushil Kumar, Director Research)
- Supervising the work of the Research Assistants and the interns hired for the project
- Addressing challenges within the project by applying appropriate corrective measures; and
- Performing any activity needed to ensure the smooth operation of their project.

### Critical Competencies

1. Perform and behave in a professional manner, with occupational knowledge and accountability and adaptability to changing situations
2. Strive for *excellence*, with communication, inclusiveness and teamwork
3. Contribute to the NUV, with innovation, leadership and quality focus

### Qualifications

- PhD or Master 2 in Social or Environmental Sciences;

**Required Experience and Selection Criteria**

- A minimum of 5 years of experience in managing and conducting research projects in the South Pacific region;
- At least 3 years of project management expertise with the regional and/or international organisations
- Work experience and knowledge of the Melanesian context highly recommended
- Provide evidence of receiving external funding for research/education/programs
- Meet the immigration requirements of the Republic of Vanuatu and commit to living and working full time in Port Vila

**Preferential Skills and Abilities**

- Master office automation tools
- Writing skills
- Skills in team management
- Communication skills
- Excellent interpersonal skills
- Profile sought: Flexible and available, a good capacity for analysis and problem solving is necessary

**Additional Experience and Capacities**

- Additional qualifications and experience to be considered will include evidence of the ability/commitment/experience to
- Very good knowledge of Vanuatu context
  - Good knowledge of the FALAH (Family Farming, Lifestyle and Health) project, linked to CHANCES Project.
  - Proven experience in working with Melanesian communities

**Language**

The candidate must be bilingual (French, English), both orally and in writing. Bislama desired.

**Terms and Conditions of Employment**

One-year full-time local contract, with the possibility of performance-based extension.

**Remuneration and Benefits**

Annual salary range: 6.2 M – 7.4 M VT depending on qualifications, experience and research background + 25 % Benefits

**Equal Opportunity**

Vanuatu National University is an affirmative action/equal opportunity employer committed to diversity. All employment decisions within the NUV programme must be based on merit and equal opportunity. The NUV program is committed to ensuring fair, equal and impartial treatment of all employees in all aspects of employment. The NUV programme is also committed to respecting gender

balance in employment and providing employment opportunities for people with special needs. In carrying out its employment decisions, the NUV programme will not discriminate on the basis of sex, religion, nationality, race, language or disability.

### Contact Person

Potential candidates with specific questions are invited to contact the Hiring Committee Secretariat at [apply@univ.edu.vu](mailto:apply@univ.edu.vu)

### Application Procedures

The application file must include the following elements:

1. an application letter that includes a full description of the candidate's philosophy in terms of administration, research and teaching, and addresses the required abilities, experiences, skills and preferred abilities.
2. a full CV including background, degrees, work experience and a list of publications and research/extension funding
3. official transcripts
4. the contact details of three (3) referees.

Please send your application above in *pdf* format to [apply@univ.edu.vu](mailto:apply@univ.edu.vu) with the following subject:

Application [YOUR NAME] NUV Project Manager CHANCES

**Submission deadline: 26 April 2024**