# Job Opportunity (PEUMP II) FINANCE AND PROCUREMENT COORDINATOR

- Elevate your financial career while supporting an EU funded marine partnership programme!
- Important opportunity to directly engage with an intergovernmental initiative geared towards fostering stronger economic integration in the Pacific and beyond!
- Excellent basic salary from US$52,483.00 (tax-free, for citizens of most countries) PLUS a huge range of benefits!
- Make the ultimate sea change and help support the Pacific Island Community!

## About the Organisation

*The **Pacific Islands Forum Fisheries Agency (FFA)** is a regional organisation established in 1979 to help its 17 Members sustainably manage and develop their tuna fisheries. Headquartered in Honiara, Solomon Islands, FFA brings together Australia, Cook Islands, Federated States of Micronesia, Fiji, Kiribati, Marshall Islands, Naoero, New Zealand, Niue, Palau, Papua New Guinea, Samoa, Solomon Islands, Tokelau, Tonga, Tuvalu and Vanuatu to work collectively to safeguard one of the Pacific region's most valuable natural resources. FFA provides expert advice, technical support and policy guidance to ensure that tuna fisheries are managed responsibly, deliver tangible benefits to Pacific communities and contribute to national development. It also coordinates regional monitoring, control and surveillance (MCS) operations to combat illegal, unreported and unregulated (IUU) fishing, strengthens fisheries compliance, and supports Members in negotiations with distant-water fishing nations to secure fair access agreements and equitable benefits for Pacific communities.*

*Established under the South Pacific Forum Fisheries Agency Convention (Honiara Convention), FFA serves as a unified regional platform through which its Members collaborate to manage and protect the Western and Central Pacific Ocean, one of the world's most important tuna fishing regions.*

## About the Pacific-EU Marine Partnership (PEUMP) Programme

The Pacific-European Union Marine Partnership (PEUMP) Programme Phase 2 (PEUMP II) builds on the achievements of Phase 1, continuing to strengthen ocean governance, promote the sustainable management of oceanic and coastal fisheries, and integrate gender equality, social inclusion (GESI) and human rights-based approaches. The programme prioritises the strengthening of legal and institutional frameworks, improved monitoring, compliance and surveillance, increased value across fisheries value chains, and more inclusive community-based management of coastal fisheries resources.

PEUMP II is underpinned by FFA's vision that *Pacific people enjoy the greatest possible social and economic benefits from the sustainable use of offshore fisheries resources*, in alignment with the FFA Strategic Plan 2026-2031. The programme aligns with FFA's strategic objectives of promoting sustainable and inclusive fisheries management, strengthening regional solidarity and governance, advancing empowerment through value chain development, and enhancing Members' effective participation in regional and global fisheries processes.

FFA is responsible for implementing **Key Result Area 4 (KRA 4)**, which focuses on strengthening sustainable and inclusive tuna fisheries value chains through improved market access, enhanced compliance, and robust MCS systems to combat IUU fishing. By reinforcing collaboration among Pacific Island countries, regional organisations and communities, PEUMP II supports regional integration, climate resilience and sustainable economic opportunities while contributing to the long-term health of the Pacific Ocean. These efforts help ensure that the ocean continues to sustain food security, livelihoods and cultural identity for generations to come.

The five-year PEUMP II programme is funded by the European Union, with a total funding envelope of **EUR 20 million**, and is implemented by the Pacific Community (SPC), the Forum Fisheries Agency (FFA), the University of the South Pacific (USP) and the Office of the Pacific Ocean Commissioner (OPOC), in close collaboration with non-governmental organisations and national government administrations

## About the Opportunity

*FFA* is seeking a full-time **Finance and Procurement Coordinator** to join its team in Honiara, Solomon Islands, on a three-year fixed-term contract, with the possibility of renewal subject to performance appraisals and the availability of funding.

Reporting to the PEUMP Team Leader and Activities Coordinator, the successful applicant will be primarily responsible for providing high-level financial and administrative support to the programme, including contract management, compliance and reporting. The role will ensure that all financial and administrative activities are appropriately documented and managed in accordance with applicable requirements, with a strong focus on maintaining zero ineligible expenditure.

Key responsibilities will include, but will not be limited to:

- Overseeing all FFA PEUMP procurement planning and activities, and providing guidance to the PEUMP team, FFA Members and partners, as required; and
- Coordinating logistics for PEUMP-funded meetings and training courses, and ensuring that all PEUMP-funded travels are properly acquitted and supported by the submission of trip reports.

## About You

**To be successful in this role, you must have extensive experience in an executive support role within a government agency and/or international organisation, ideally complemented by project management & reporting experience within EU-funded programmes**. You will also hold relevant tertiary qualifications in commerce, accounting, business or another closely related field, with postgraduate qualifications in business or public administration considered highly desirable.

Given that this role operates within the parameters of a donor-funded programme, existing knowledge of, or experience with, the procedures and reporting requirements of a major international or regional donor active in the Pacific will be an advantage. You will also need to possess, or be willing to quickly develop, a sound working knowledge of FFA administrative procedures and financial systems and, where relevant, an understanding of the Pacific tuna industry. As the role will involve exercising delegated authority in relation to project staff and engaging with a range of internal and external stakeholders, highly developed interpersonal, verbal and written communication, and presentation skills will be essential to your success.

The ideal candidate will have a sound working knowledge of financial and administrative procedures and contract management, together with a self-driven, thorough and proactive approach and a strong desire to learn and grow professionally.

Most importantly, FFA is seeking a dedicated professional who can navigate the complex international frameworks within which FFA operates and the requirements governing the PEUMP programme. The successful candidate must be able to manage complex and competing demands, maintain strong stakeholder relationships, and ensure that financial, procurement and administrative processes are carried out diligently, transparently and in compliance with applicable requirements.

## About the Benefits

On offer for the successful candidate is a **salary commencing from US $72,699.00** (with Base salary, COLDA and Location Allowance), **tax free for citizens of most countries**. You will also have **superannuation paid at 7.5% into either a nominated fund or as an additional cash supplement**. *FFA* **reimburses all reasonable medical, dental, and optical expenses for yourself and dependants**. Insurance coverage is also provided for **personal accident, life, medical & repatriation**.

Education for dependent children will be **reimbursed at 75% of tuition fees** *(Conditions apply)*. If your dependent child is educated overseas, paid school travel may be available for you or your child to visit each other once for each contract year.

**Accommodation assistance is also available.**

Additionally, **relocation expenses will be paid**, with an establishment grant paid on arrival in Honiara. **Annual airfares back to the country of repatriation will be provided**, and a **repatriation allowance of 2 weeks' base salary on return to home-base at the end of the contract**. There is also a **retention incentive of 21% of your base salary** which will be paid on the completion of your 3-year contract.

Check out the full Information regarding this job vacancy and download the link:

**https://www.ffa.int/jobs/peump-ii-finance-and-procurement-coordinator/**

**Closing Date: December 4, 2026.**