

# Information for Applicants

PACIFIC TECHNICAL ASSISTANCE MECHANISM 2 (PACTAM2)

**Ministry of Finance, Nauru – Planning and Aid  
Division Adviser**

## Planning and Aid Division Adviser

<b>PACTAM2 Partner Organisation:</b>	Ministry of Finance, Nauru
<b>Address:</b>	Yaren, Nauru
<b>Background to the role:</b>	<p>The Republic of Nauru is the world's smallest Republic; located north of the Solomon Islands and only some 50 km south of the equator. For many years Nauru had enjoyed some of the highest living standards in the world supported by the revenue from phosphate mining. In the late 1990s and early 2000s, the country suffered a severe economic decline. Since late 2012 the economy has improved due to the operation of the Australian Regional Processing Centre for asylum seekers and refugees on the island. Fishing licence revenues are the major source of income after the regional processing centre.</p> <p>Maintaining economic stability is an ongoing concern, however, with development assistance from several donors including Australia, progress is being made and the standard of living for Nauruan's is improving. Nauru continues to face significant development challenges, with limited revenue options and significant capacity constraints in both the public and private sectors.</p> <p>The Nauru Planning and Aid Division, situated within the Nauru Ministry of Finance, oversees the development, implementation and monitoring of the National Sustainable Development Strategy (NSDS), Sustainable Development Goals (SDG) and other regional reporting obligations including the Samoa Pathway. The Division also oversees and manages Development Fund programs and projections, as well as the implementation of major projects. In 2019, the NSDS was reviewed to revalidate community priorities and to map these priorities to the SDGs. Sectorial plans and an expenditure framework remain to be updated.</p> <p>The prescribed integrated approach to SDG implementation and monitoring at global, regional and national levels recommends the need for Development Financing/Cooperation Policies, National Statistics Development Strategies, National Trade Frameworks/Policies and National ICT Policies. The Planning and Aid Division will need to coordinate with the other responsible agencies regarding progress with the other implementation work streams for the SDGs.</p> <p>A key focus for the Division will be improving the reporting on Development funds, particularly processing, reconciliation and forward planning of development expenditures. The Division works closely with the Treasury Division to process donor project expenditures through the centralised financial management information system (TechnologyONE), consistent with the internal control framework. A new grants module is being rolled out to support improved management of donor projects to reduce risks to timely and accurate disbursement of funds, and improve reporting.</p> <p>PACTAM2 is an Australian Government initiative funded through its official aid agency, the Department of Foreign Affairs and Trade (DFAT), and managed by Scope Global. It places highly skilled Technical Advisers in Partner Government organisations across 8 Pacific Island countries. This assignment is aligned to promoting more effective public sector management.</p>
<b>Assignment Objective(s)</b>	<ul style="list-style-type: none"> <li>Support and advise the Deputy Secretary (PAD) on leading the Planning &amp; Aid Division</li> </ul>

	<ul style="list-style-type: none"> <li>• Assist and provide advice on monitoring and performance of NSDS implementation</li> <li>• Review and report on the implementation of the National Integrated Infrastructure Investment Strategic Plan (NIISP) initiatives</li> <li>• Ensuring Public Financial Management systems are strengthened</li> <li>• Improved Aid management Managing effective Aid Management activities and optimising opportunities presented to GoN by donor partners and agencies</li> <li>• Build capacity of local counterparts</li> <li>• Assist the Deputy Secretary in coordinating and building relationships with donors, implementing departments and State Owned Enterprises</li> <li>• Provide advice and guidance on cross-cutting issues</li> </ul>
<b>Length of assignment:</b>	12 months
<b>Reports to:</b>	The position reports to the Deputy Secretary Planning and Aid Division, Ministry of Finance, Government of Nauru
<b>Remuneration</b>	<p>PACTAM2 is funded by the Australian Department of Foreign Affairs and Trade (DFAT). The <a href="#">Adviser Remuneration Framework</a> (ARF) is a set of market-based, long and short term remuneration rates applying to aid-funded advisers that are commercially contracted by DFAT directly, or through a managing contractor such as Scope Global.</p> <p>All PACTAM advisers are eligible for the mobility allowance which compensates long-term advisers for personal impacts and cost of living differences associated with leaving their permanent country of residence. The Mobility Allowance is calculated as a percentage of the monthly remuneration and varies depending on the job level and whether the adviser is accompanied.</p> <p>The ARF calculator provides the maximum rate.</p> <p><u>ARF Professional Discipline Category: D</u></p> <p><u>ARF Job Level: 3</u></p> <p><u>ARF Monthly Rate Band: \$12,620 to \$15,774 AUD</u></p>
<b>Benefits</b>	<ul style="list-style-type: none"> <li>• Mobility and special location allowances</li> <li>• Reimbursement of rental accommodation costs to DFAT approved rates</li> <li>• Pre-departure briefing for Advisers</li> <li>• In-country orientation</li> <li>• Flights, medicals, and insurance</li> <li>• Counselling and mental health services</li> <li>• Ongoing assignment monitoring and support</li> </ul>
<b>Work hours/days</b>	<ul style="list-style-type: none"> <li>• Official work hours are 9 am to 5pm (Monday to Friday)</li> <li>• Under the ARF terms and conditions the allocation of paid time off forms part of the remuneration package. The annual allocation is 20 days recreation leave and 10 days personal leave, which can be taken as sick leave, carer's leave or travel days to access recreation leave</li> </ul>

**COVID-19 Business Continuity, Safety Procedures and Requirements from Advisers**

PACTAM2 has developed a set of safety procedures in response to the COVID-19 pandemic. This is to protect the deploying advisers as well as the host countries and communities in which the advisers work. The purpose of the plan is to ensure the program can continue to operate as effectively and efficiently as possible given the impact of the pandemic, largely due to travel restrictions and following the advice of government and health agencies.

**Recruitment processes**

- All shortlisted applicants will be required to complete a medical screening process to ensure medical suitability
- All shortlisted applicants will be required to complete a psychosocial interview to determine their alignment to the role and location of assignment

**Requirements of deployment under in COVID-19 Restrictions**

When a deployment has been deemed a critical in-country assignment and there is travel access into that country of assignment, there are a number of COVID-19 specific safety and security procedures that will form a part of the deployment. They are as follows;

- The Adviser is required to undergo an extensive medical clearance to ensure they do not have a pre-existing vulnerability to COVID-19
- The Adviser is required to undergo a review with a Psychologist to determine psychosocial wellbeing and coping strategies for COVID-19 deployments
- If the Adviser resides in a location where there is currently no community transmission of COVID-19 the adviser must be COVID-19 tested and cleared within 72 hours before departing home and remain in self-isolation until departing for the airport (negative result must be received before departing).
- If the adviser resides in a location where there is significant community transmission the adviser must self-isolate in their home a minimum of 14 days before departure and have a COVID-19 negative test result within 72 hours before departure.
- The adviser must follow all government-imposed quarantine regulations and further COVID-19 testing requirements in transit to and on arrival to their country of assignment. **Please note some quarantine requirements within the Pacific can equate to a total of up to 28 days across multiple stops.**
- Advisers may be required to work remotely for extended periods of their assignment where the country of assignment cannot be immediately accessed or the risk context significantly changes.
- Please also note due to travel access restrictions, deployment out of country for the purpose of annual leave will need to be navigated based on flight availability and may not be available for the period of the assignment.
- Advisers must follow PACTAM2 Country Safety and Security Plan (CSSP), Scope Global's COVID-19 contingency plan and any directions from PACTAM2, DFAT Post or Partner Government.
- Operational risks will be reviewed regularly, and updated risk, safety and security directions provided to the adviser depending on risk.

<b>Additional information</b>	<p>In addition to communications via letter, email, telephone, skype, zoom, the PACTAM2 Scope Global staff will meet with the Adviser in country at least once, annually.</p> <p>Deployment is subject to:</p> <ul style="list-style-type: none"> <li>• Formal approval from DFAT and the Partner Government</li> <li>• Procurement of visa and work permits</li> <li>• Satisfactory medical examination for the applicant and accompanying dependants/partner (if applicable)</li> <li>• International police checks</li> <li>• Participation in the pre-departure briefing</li> </ul>
<b>Background</b>	<ul style="list-style-type: none"> <li>• Scope Global is a specialist project management company with people as the focus of its program delivery. We work on behalf of our clients to build capacity of local people, and our vision is to enable people to positively change their world</li> <li>• The Government of Nauru has requested assistance in recruiting and supporting the above position through the Pacific Technical Assistance Mechanism 2 (PACTAM2)</li> <li>• PACTAM2 is funded by the Government of Australia through its official aid agency, DFAT, and is managed by Scope Global</li> <li>• PACTAM2 operates in 8 Pacific Island countries, providing both internationally and/or regionally recruited advisers in the form of placements within Partner Government Ministries, local non-government organisations (NGOs), regional organisations or at DFAT Posts. The goal is to provide technical advice on the design and implementation of an efficient and effective assistance program in the Pacific</li> </ul>

## Pacific Technical Assistance Mechanism Phase 2 (PACTAM2)

Pacific Technical Assistance Mechanism Phase 2 (PACTAM2) is an Australian Government initiative funded by the Department of Foreign Affairs and Trade (DFAT), and managed by Scope Global.

PACTAM2 responds to requests from partner organisations in 12 Pacific Island countries to recruit, mobilise and support highly skilled Advisers who provide technical assistance and build capacity in partner organisations, primarily Partner Governments across a range of priority sectors.

All Adviser roles are designed to contribute towards national and sector development strategies and reflect priorities of the Australian Aid agreements established with each country.

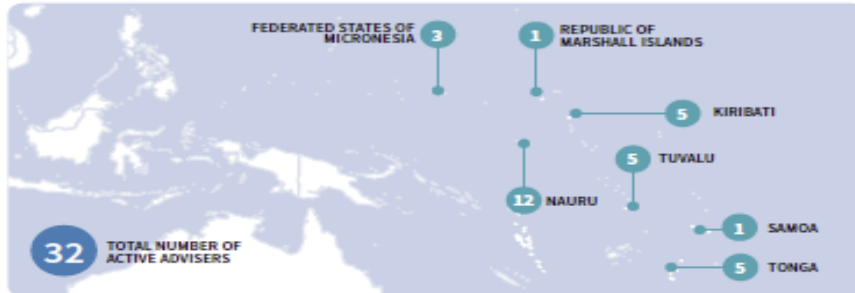
Families are supported and encouraged to accompany Advisers on their assignments. During 2015/16, more than 50% of Advisers were accompanied by dependants.

### RECRUITMENT

All short listed applicants are invited to travel to the partner country for interviews. Successful applicants participate in a pre-departure Briefing, undergo comprehensive police and medical clearances. The In-Country Management team and the partner organisation provide Advisers with an In-Country orientation and induction to the workplace.

## Key Statistics January to July 2020

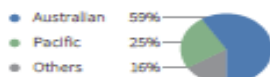
Number of Adviser Assignments\*



\*Some Advisers have been relocated due to COVID-19

	Number of Advisers by Gender		Number of Dependents	
	Female	Male	Spouse/Partner	Children
Nauru	♀♀♀♂♂♂♂♂♂♂♂♂♂		♂♂♂♂♂♂♂♂♂♂	♂♂♂♂♂♂♂♂♂♂
Kiribati	♀♀♀♂♂♂♂♂♂♂♂♂♂			
Tonga	♀♀♀♂♂♂♂♂♂♂♂♂♂		♂♂♂♂♂♂♂♂♂♂	
Tuvalu	♀♀♀♂♂♂♂♂♂♂♂♂♂			
Federated States of Micronesia	♀♀♀		♂♂♂♂♂♂♂♂♂♂	
Republic of Marshall Islands	♂♂♂♂♂♂♂♂♂♂			
Samoa	♀		♂♂♂♂♂♂♂♂♂♂	♂♂♂♂♂♂♂♂♂♂
Grand Total	16	16	9	6

### Nationality Group



### Age of Advisers



Status	Total Number			
Federated States of Micronesia	♂♂♂♂♂♂♂♂♂♂			3
Kiribati	♂♂♂♂♂♂♂♂♂♂		♂♂♂♂♂♂♂♂♂♂	5
Nauru	♂♂♂♂♂♂♂♂♂♂	♂♂♂♂♂♂♂♂♂♂	♂♂♂♂♂♂♂♂♂♂	12
Republic of Marshall Islands	♂♂♂♂♂♂♂♂♂♂			1
Samoa	♂♂♂♂♂♂♂♂♂♂			1
Tonga	♂♂♂♂♂♂♂♂♂♂	♂♂♂♂♂♂♂♂♂♂	♂♂♂♂♂♂♂♂♂♂	5
Tuvalu	♂♂♂♂♂♂♂♂♂♂		♂♂♂♂♂♂♂♂♂♂	5
Grand Total	2	28	2	6

♂ Completed
♂ On-going
♂ Resigned
♂ Extension

### Number of Advisers by DFAT Partnerships for Recovery Priority Areas



### New Advisers



### Capacity Development Type

