

# Terms of Reference – Compliance Audit Adviser, Tuvalu

## About DT Global Asia Pacific

At DT Global Asia Pacific, we aim to positively impact people's lives through delivery excellence. As a leading implementing partner across Asia and the Pacific, we co-create locally led solutions in partnership with governments, communities, and stakeholders. We bring together talented teams and deep regional expertise to deliver initiatives that promote inclusive economic growth, essential services, and resilient, secure communities. With over 1,500 staff, experts in 22+ countries and more than 60 years of development experience, we tackle complex community, national and transnational challenges — from governance and justice systems to climate resilience, infrastructure and social equity — with innovative thinking and a commitment to long-term impact.

For more information, please see [www.dt-global.com](http://www.dt-global.com)

## About the Australia-Pacific Partnerships Platform

The Australia-Pacific Partnerships Platform is an Australian Government initiative funded by the Department of Foreign Affairs and Trade (DFAT) and managed by DT Global. It provides Pacific countries with a suite of flexible, fit-for-purpose options that support broad governance and stability development outcomes. The Platform has two End of Investment Outcomes (EOIOs), and 8 Intermediate Outcomes (IOs) against which our work aligns; the EOIOs are:

- EOIO 1. Governance Program Delivery: Partner governments, ministries and organisations are more effective, accountable and inclusive in their governance and public financial management.
- EOIO 2. Enabling Development Services: The Australian Government's development cooperation programs and partner governments are supported with efficient, effective, inclusive and responsive enabling services.

For more information, please see [www.partnershipsplatform.org](http://www.partnershipsplatform.org)

## About the Partner Organisation

For this role, the Partnerships Platform is partnering with the Ministry of Finance and Economic Development (MFED), in

The Australia-Pacific Partnerships Platform is supported by the Australian Government and implemented by DT Global.

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### **Position**

Compliance Audit Adviser (Full time)

### **Duration**

12 months (with optional 12-month extension)

### **Partner Organisation**

- Government of Tuvalu (GoT)

### **Partner Government's national/sectoral priority**

- Office of the Auditor General (OAG)

### **Location**

Funafuti, with flexible, including FIFO, working arrangements negotiable with the preferred candidate.

### **Remuneration and Dependents**

A competitive remuneration package will be offered to the successful candidate, including housing, medical insurance, educational support for dependent school-aged children, and flights to home base for an international candidate.

This role is accompanied, noting that the deployment of dependants will require assessment and approval by DT Global.

Funafuti, Tuvalu. MFED is charged with delivering the key economic development strategic priority under Tuvalu's national development plan, [Te Kete: National Strategy for Sustainable Development 2021 to 2030](#), as well as leading on fiscal priorities outlined by the new Government of Tuvalu in February 2024.

The Ministry of Finance and Economic Development is the financial institution of the Government of Tuvalu. Its key functions include:

- Management of public resources and ensure efficiency in public spending
- Oversee national planning for economic growth and produce sound economic policies
- Provide policy advice for the fair distribution of public resources to all citizens
- Ensure investment returns are sufficient to reinvest to achieve sustainable economic wellbeing.
- Prioritise sustainable development through a robust policy and regulatory framework.
- Explore initiatives to foster economic growth and ensure equal opportunities.

For more information, please visit <https://finance.gov.tv/>

## About Te Ao

As part of the Falepili Union, the Government of Australia (GoA) has committed to continue working closely with the Government of Tuvalu (GoT) to support Tuvalu's development priorities. Under the treaty, the governments of both countries have agreed to an enhanced development partnership that will support Tuvaluans to stay and thrive in their homeland.

Through this enhanced partnership, the GoA is committed to supporting the GoT through the Tuvalu Australia Partnership on Economic Governance (*Te Ao*). This investment will support Tuvalu to build fiscal and economic resilience, to make resource allocation decisions that enhance resilience, and to strengthen sustainable and inclusive service delivery to meet the needs of Tuvalu's population.

## About the Role

As part of *Te Ao*, this position requires an experienced Auditor to support the Tuvalu Office of the Auditor General (OAG) undertake key reform initiatives outlined in the Government PFM Roadmap. The Audit office seeks to engage a qualified Compliance Audit Adviser to provide targeted strategic, operational and capacity building for the OAG in its effort to establish a new Compliance Unit to strengthen accountability, transparency and good governance across Government entities, donor funded projects and Corporation's.

The position will work in line in the OAG to implement the above key initiatives to improve transparency, efficiency and control in public financial management. The position will work closely with other *Te Ao* technical personnel in achieving national priorities aligned to *Te Ao*'s intentions and objectives. This position directly aligns primarily with:

- *Te Ao* EOPO 2 and Intermediate Outcome IO 2: *Te Ao* supported MoF accelerate and implement highest priority PFM and economic policy reforms, including by maximising the benefits of TTF; and the
  - Partnerships Platform EOIO 1 and Intermediate Outcome IO1.3 *The Partnerships Platform, through its technical advice and analysis, supports the implementation of DFAT's direct financing to partner governments to strengthen partner-led economic structural reforms, public finance management practices and economic dialogue.*
- The Partner Government will provide:
    - A counterpart or counterparts who will work with the adviser on a day-to-day basis

- A suitable office workspace with a desk and chair
- An orientation program, including office facilities, introduction to counterparts, contextual briefing, key stakeholder introductions
- Access to the systems, information and data required to undertake the role.

**Relationship management, performance management and reporting**

- The Compliance Audit Adviser will report to the Auditor General, the Te Ao Program Director, with secondary reporting to DFAT and the Partnerships Platform Team Leader with performance management undertaken jointly by these parties and the DT Global ID Contractor Representative.
- The adviser will be required to work closely with counterparts, including development partners, and other relevant stakeholders as deemed appropriate by local counterparts.
- Key outputs and deliverables, as defined in the approved workplan, are to be reported to the supervising counterpart [Auditor General] on a regular basis
- The Partnerships Platform requires performance reporting against the workplan on a 6 monthly basis and an assignment completion report.

**Role responsibilities and deliverables**

Key responsibilities of the role are detailed below. These responsibilities may be adjusted to meet the changing context and needs of key stakeholders.

- Provide technical oversight in establishing a Compliance Audit Unit within the Tuvalu Audit office to strengthen the effectiveness, sustainability and institutional capacity of the Compliance Audit stream
- Support the Audit Office in strengthening the effectiveness, sustainability and institutional capacity of the capacity of the Compliance Audit stream ensuring alignment with Audit Strategic Plan and GoT priorities
- Collaborate with relevant stakeholders in ensuring a coordinated approach is taken in the implementation of these key initiatives under the PFM roadmap

Placement Objectives	Relevant Te Ao Outcome	Core Responsibilities
<ul style="list-style-type: none"> <li>▪ <b>Provide strategic and policy-level support to the Tuvalu Audit Office</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>IO2: Te Ao supports MoF accelerate and implement highest priority PFM and economic policy reforms, including by maximising the benefits of TTF</i></li> </ul>	<ul style="list-style-type: none"> <li>▪ Assess the current OAG governance structure, staffing level and functional responsibilities and advise senior management on the strategic direction, mandate and positioning of the Compliance Audit Stream within the broader public sector accountability framework.</li> <li>▪ Provide technical overall leadership, guidance and inputs in the development of the compliance audit manual, ensuring that it is aligned with International Standards of Supreme Audit Institutions (ISSAIs), and develop the related audit templates, guidelines and procedures relevant to compliance auditing.</li> <li>▪ Support OAG in ensuring alignment of the Compliance Unit with existing laws, regulations, national development plans</li> </ul>

		<p>and public financial management reforms.</p> <ul style="list-style-type: none"> <li>▪ Provide advice on risk-based compliance audit approaches and international best practices</li> <li>▪ Support the implementation of the Unit through staff in house and on the job training</li> <li>▪ Develop and establish compliance audit methodologies, tools and timelines for the OAG</li> <li>▪ Support the development of compliance policies and frameworks, SOP's and enhance internal control systems for the OAG</li> <li>▪ Collaborate with other Te Ao Technical Advisers to progress required reforms by the government and partners.</li> </ul>
<p><b>2. Provide advice and guidance on gender equality, disability and social inclusion (GEDSI) and climate change preparedness principles, and incorporate these principles into relevant Audit manuals and service provision</b></p>		<ul style="list-style-type: none"> <li>▪ Building staff awareness and understanding of GEDSI principles with a compliance audit lens in training and mentoring.</li> <li>▪ Ensure inclusive practices that enhance access for women, people with disabilities, and other marginalised populations are incorporated into compliance audit policies and operations across government</li> <li>▪ Provide advice and guidance on cross-cutting issues, such as child protection, gender equality and disability in line with relevant Australian Aid policies and other appropriate standards.</li> </ul>

## Selection Criteria

### Essential personal attributes of all Partnerships Platform Advisers

- High degree of flexibility, and resilience, with the ability to adapt quickly with proven ability to work remotely.
- Be open-minded, keen to listen and learn and respectful.
- Commitment to meeting deadlines in accordance with set service level agreements.
- Commitment to building relationships in a team environment.
- Demonstrated aptitude for living and working effectively in a remote, resource-constrained and cross-cultural context.
- Understanding of and commitment to Gender Equality, Disability and Social Inclusion (GEDSI), Child Protection, PSEAH, prevention of human trafficking, environmental protection, anti-corruption and other DFAT safeguarding policies. Failure to uphold these policies may result in termination.

### **Essential qualifications and experience**

- Tertiary qualification in Auditing, Public Accounting, Finance, Public Financial Management, Information Systems or equivalent experience and training
- 8-10 years' experience in the implementation of compliance audit work experience or similar PFM systems in government settings.
- Experience of working in a multi-donor environment with differing methods and priorities with demonstrated knowledge in use and application of compliance auditing
- High-level analytical skills with the ability to apply sound judgement and negotiate to achieve outcomes.
- Demonstrated commitment to improving systems and processes and building the capacity of co-workers through mentoring and transfer of skills.
- Understanding of the importance of cross-cutting development issues such as gender, anti-corruption, and disability.

### **Desirable experience and knowledge**

- Compliance audit knowledge and work experience is preferred.
- Excellent communication and analytical skills, including report writing.
- Experience living and working in a resource-constrained environment.

## **Country Context**

There are some inherent opportunities and challenges that come with living and working in developing country contexts, including considerations unique to remote small island states. Applicants should consider these prior to applying.

For more information, please visit: <https://www.dfat.gov.au/geo/tuvalu/tuvalu-country-brief>

## **Other Information**

Applicants (and approved dependents) will need to undergo psychometric and medical screening prior to deployment. Airfares to and from home base, as well as housing, will be provided as part of the overall remuneration package. This position is accompanied, noting that the deployment of dependants will require assessment and approval by DT Global.

Amendments to the position's terms of reference may be made during the period of the engagement as required.

DT Global is deeply committed to safeguarding, which refers to how we keep people and the environment safe from harm. This includes children and vulnerable groups that we interact with as beneficiaries; partners who we collaborate with to deliver our programs; government stakeholders who we support; and importantly, our own personnel.

We take a zero-tolerance approach to sexual exploitation, abuse and harm of adults and children; fraud, corruption and bribery; modern slavery; and any form of exploitation across our operations, partnerships, and supply chains. We uphold the highest standards of integrity and expect the same of those we work with.

Engagement with DT Global is subject to formal background screening, criminal record checks, employment verification, and periodic compliance checks. All DT Global staff receive safety, compliance, safeguarding and integrity training, and we expect our personnel and partners to always act in alignment with our company values.

# Information Sheet:

## Joining the Partnerships Platform

Thank you for your interest in applying for a role with the Australia-Pacific Partnerships Platform.

The Partnerships Platform provides technical advisory support in Nauru, Tuvalu, Kiribati, FSM, RMI and at times, the Cook Islands, Palau and other countries. Health and safety are our priority as we navigate new and ever-changing requirements of the Australian and Partner Country Governments.

### Please take the following into account when applying:

- **Limited resources and remoteness** – All Partnerships Platform partner countries are remote, have limited local medical capacity, limited goods and services, and a narrow range of housing options. Advisers must be adaptable and resilient. Please research the location you are applying for to make an informed decision.
- **Dependants** – Deployment of dependants will require assessment and approval by DT Global.
- **COVID-19 Vaccinations** – Vaccinations are required for incoming travelers to Pacific Island countries and are mandatory in the countries we operate in.
- **Limited Travel Options** - There are limited options for travel in and out of the Pacific, both on commercial and medevac flights. This could affect your ability to take out of country leave breaks.
- **Medical Assessments** – Selected Advisers will undertake full Pre-Departure Medicals, Occupational Physician appointments, WHS and COVID-19 briefings prior to mobilisation. You will need to be in good health to be deployed.
- **Home country requirements** - DT Global encourages each Adviser to review their home country's exit requirements prior to travel.
- **Remuneration** – Your salary and allowances are designed to recognise the technical requirements of the role and the location of the assignment.
- **Housing** - Housing will be provided.
- **Mobilisation and Demobilisation** – Airfares and the reasonable cost of freight from your home location to the country of assignment will be covered, both when commencing and completing.

### DT Global undertake the following on your behalf:

- **Approvals** – DFAT approval is required for every deployment, as well as partner government approvals on some occasions. DT Global assesses each role and each selected adviser against 'essentiality' criteria, as well as medical service availability and other factors.
- **Labour & Immigration requirements:** Applications for an entry visa and work permit can take some time.
- **Insurance** – medical and travel insurance (for DT Global issued travel) will be provided as part of the remuneration package.
- **Pre-departure briefing** – a pre-departure briefing will be provided to all personnel covering health and safety, DFAT and DT Global Policies, information about your partner organisation and the aid program. A significant time investment will be required to complete all mandatory training.

**Email:** [recruitment@auspacpartnerships.com.au](mailto:recruitment@auspacpartnerships.com.au)

**LinkedIn:** [www.linkedin.com/company/australia-pacific-partnerships-platform/](https://www.linkedin.com/company/australia-pacific-partnerships-platform/)

**If you have any queries, don't hesitate to contact our team**

# Australia-Pacific Partnerships Platform Recruitment Process (Standard)

## Recruitment

Between 4-6 weeks\*

