

Research Systems and Data Mapping Mentor

Animals Fiji , Fiji

Assignment title	Research Systems & Data Mapping Volunteer		
Partner organisation	Animals Fiji (auspicing for The Pacific Islands Animal Advocacy Alliance (TPIAAA))		
Location	Fiji	Nadi	
Type of assignment	In-country Assignment		
Duration of assignment	6 months		
Assignment phases	Phase	Mode	Duration
	1	In-Country	6 months
Proposed start date	18 January 2027		
Website	https://www.tpiaaa.org/		
Australian organisation:	No AO linked		

ABOUT THE PARTNER ORGANISATION

Animals Fiji (operated by West Charity Trust Society) is a registered Fiji charity (#889) under the Charitable Trusts Act (Cap. 67) with a focus on animal welfare. We currently operate Veterinary clinics /services in the Western and Northern Divisions of Fiji (a human population of over 600,000), where owners can seek treatment for their pets. Our permanent clinics are located in Nadi, Lautoka, Labasa, and Savusavu.

We also operate as a welfare agency taking in strays, injured and abused animals, who are treated and rehomed. One of our most critical goals is to reduce the epidemic of stray and diseased roaming dog and cat populations that plague villages, towns and rural areas, through de-sexing (spay/neuter) programs. We ensure basic veterinary services and animal care education are available to as many Fijians as possible. Our Mission is to improve the welfare of all animals - domesticated & wildlife - resulting in better lives for both the animal and humans of Fiji, while helping to build a society without animal cruelty.

TPIAAA:

The Pacific Islands Animal Advocacy Alliance (TPIAAA) is a regional, Pacific-led network of NGOs working to strengthen companion animal health and management across Pacific Island countries. TPIAAA members include animal welfare organisations, veterinary clinics, local government partners and regional advocates working across Fiji, Tonga, Palau, Vanuatu, Kiribati, Samoa, the Marshall Islands and other island nations.

Our aim is to coordinate knowledge, advocacy and technical support to improve animal welfare, workforce development, and sustainable dog and cat population management systems. We work

directly with communities, veterinarians, academic institutions, and government stakeholders to address capacity gaps, minimise zoonotic disease risks, and develop evidence-informed policies. TPIAAA is currently undertaking the first multi-country companion animal health and management needs assessment in the Pacific region. This initiative will map veterinary capacity, legislation, infrastructure, and population management systems to support policy development and investment planning.

ABOUT THE ASSIGNMENT

This assignment supports TPIAAA to develop the research foundation for a cross-country needs assessment of companion animal health systems. Many Pacific Island countries lack consolidated, comparative data on veterinary workforce capacity, access to services, companion animal management approaches, biosecurity systems, or legislative frameworks. A volunteer with strong research skills will support desktop analysis, evidence compilation and data systematisation to ensure that the regional report is robust, ethical, and locally meaningful.

The role cannot be filled locally because the multi-country methodology, research consolidation, and data analysis processes require specialist research systems experience that is currently unavailable within the network. The volunteer will work closely with TPIAAA members who possess local knowledge, relationships, and contextual expertise — creating a Pacific-led, research-supported partnership.

ASSIGNMENT OBJECTIVES AND PROPOSED ACTIVITIES

The volunteer will work alongside members of Animals Fiji to support the below objectives:

Assignment objectives	Proposed activities
In-Country Phase Objective: Conduct desktop research & policy mapping	- Support TPIAAA members in conducting desktop research, policy reviews and mapping of veterinary capacity, national companion animal management programs, biosecurity and legislation - Compile veterinary services workforce data and clinic distributions - Map existing companion animal programs across member countries
In-Country Phase Objective: Develop research tools and frameworks	- Assist with the development and delivery of a structured stakeholder questionnaire to assess regional capacity in animal health and management - Develop standardised country-profile templates - Develop to data-storage and documentation systems

In-Country Phase Objective: Synthesise findings into actionable outputs	• Mentor TPIAAA members in synthesising data, identifying priority needs and producing country-level profiles • Assist with thematic analysis and quantitative capacity mapping • Create preliminary country research summaries • Identify regional trends, priority gaps, and strategic themes
Inclusion objective and proposed activity	
The volunteer will work alongside the partner organisation to uphold values of diversity, equity and inclusion. Inclusive approaches will aim to make everyone welcome and support equal access to activities and opportunities regardless of gender, age, disability status or background (eg religion, language, ethnicity and marginalised or vulnerable groups). The volunteer will work alongside members of Animals Fiji to: • Develop accessible, plain-language research tools (including translated survey versions where needed) to ensure inclusive participation of diverse stakeholders, particularly those in rural or outer-island communities. • The volunteer will ensure research tools and surveys are inclusive, culturally respectful, and translated where necessary to support diverse Pacific participants. • Ensure vulnerable groups (rural communities, women leaders, Indigenous groups, in-country workers) have equitable participation in research and data collection activities.	

SELECTION CRITERIA

Education and qualifications

Essential	Desirable
• Degree in public health, animal health, development studies or related field	• Qualifications in epidemiology, policy analysis or international development • Desirable research experience includes designing, piloting, and validating structured questionnaires using established survey methodologies to ensure reliability, clarity, and effective data collection

Knowledge and experience

Essential	Desirable
• Research and data analysis skills • Experience developing surveys and structured research tools • Strong organisational, communication and cross-cultural collaboration skills • Competency with Microsoft Word, Microsoft Excel and other research data management systems	• Experience with Pacific regional development or animal health systems • Knowledge of Pacific Islands context, Indigenous governance, or culturally-grounded engagement approaches (or willingness to learn) • Experience in coordinating multi-country or international initiatives • Commitment to locally-led, ethical and inclusive development practice

Following the Program's values on locally led development, this Assignment Description has been developed and negotiated in good faith with the Partner Organisation. The information contained was correct at the time of acceptance of the request. However, while we take responsibility for matters under our direct control, all assignments and arrangements are subject to change. This assignment may be amended or withdrawn to reflect changes in circumstances.

Line Manager: Trustees of TPIAAA and Co-Founder & Managing Trustee of Animals Fiji

Working relationships: TPIAAA Member Representatives, govt representatives, etc.

Hours and days of work:

In-country phase

Full time

Leave: All volunteers are entitled to 20 days leave per 12 months, unless advised otherwise. The same conditions and terms as local colleagues apply, including national holidays.

Work from home: Working from home while on an in-country phase must be in line with usual partner organisation's practices and agreed with the in-country office.

Professional indemnity insurance (*Required for all volunteers who are acting as a medical, allied health or legal professional whilst on assignment*):

No, this assignment is not deemed to require professional indemnity insurance

The volunteer should consult the partner organisation about the need for professional indemnity insurance for the role prior to departure. Where required and/or considered essential to hold this insurance, please discuss this with the Volunteer Services Manager in Melbourne prior to departure.

LIFE AS A VOLUNTEER

The Australian Volunteers Program supports volunteers from preparing to go on assignment through to returning home. For a full breakdown of support provided including assignment allowances, please visit: <https://www.australianvolunteers.com/volunteering/lifestyle-and-support/>

Country context

Learn more about the host country's location by reading the country profile. We encourage candidates to research the specific location of this assignment as it will be discussed and addressed with a recruitment officer during the interview process.

For more information, please visit country links: <https://www.australianvolunteers.com/countries/fiji> and <https://www.dfat.gov.au/geo/fiji>

HOW TO APPLY

All applications must be submitted online through the Australian Volunteers Program website. If you have not already done so, you will need to register on our website prior to applying. For more information about how to apply, please visit: <https://www.australianvolunteers.com/volunteering/how-it-works>

We actively support and encourage people of all backgrounds and abilities to volunteer internationally and aim to make the program as accessible and inclusive as possible. The program has a dedicated Indigenous Programs Coordinator to support Aboriginal and/or Torres Strait Islander volunteers, who can be contacted at indigenouspathways@australianvolunteers.com. Access and inclusion plans are available for volunteers with disabilities, to ensure their assignments and living and working arrangements are made more accessible.

Personal circumstances *(This may not apply for Remote-only assignments; consider discussing with AVP team)*

Due to security, cultural, legal or visa restrictions associated with this location, we ask that applicants disclose the following:

- If they want their same-sex partner to accompany them on assignment.
- If they want their partner, to whom they are not legally married, to accompany them on assignment.
- If they want their child(ren) to accompany them on assignment.
- If they have a criminal conviction where a criminal conviction may be relevant to the inherent requirements of the assignment.