

GOVERNMENT OF KIRIBATI

POSITION DESCRIPTION

1. Ministry: Ministry of Employment and Human Resources	3. Salary Level: 11-9	4. Division: Marine Training Center
2. Position Title: Fishing Instructor Class II	5. Reports To: Chief Fisheries Officer	6. Direct Reports: Chief Fisheries Officer
7. Primary Objective of the Position: Teaching and organizing FVP candidates		

8. Position Overview: Teaching of Fishing Techniques

9. Financial:

NIL

10 Legal:

- i. Kiribati National Conditions of Service 2012
- ii. Employment and Industrial Relations Code 2015
- iii. Kiribati National Condition of Service 2020
- iv. Kiribati Maritime Act 2017
- v. IMS Policy MTC
- vi. ISM
- vii. ISPS
- viii. MTC Assessment Policy & Procedures
- ix. MTC OHS & EQ Policy
- x. MTC Department Operational Manual
- xi. Company Business Ethic
- xii. Kiribati Shipping Act
- xiii. Merchant Shipping Act 2006
- xiv. Kiribati Maritime Bill 2016
- xv. Environmental Act as amended
- xvi. MLC 2006
- xvii. STCW78 as amended
- xviii. STWC-F'95 as amended
- xix. Gender and Sexual Harassment Policy, Violent & Bullying

11. Internal Stakeholders:

- Captain Superintendent
- Deputy Captain Superintendent
- Quality Management Commissioner
- Head of Department
- FVP Trainees

12. External Stakeholders:

- MEHR

To be referred to **Deputy Captain Superintendent:**

- Damage

This position description provides a comprehensive, but not exhaustive, outline of the key activities of the role. It is an expectation that you may be required to perform additional duties as required.

[Signature]
Approved by:

[Signature]

Date of Issue:

20/7/26

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To be referred to Chief Fisheries Officer;

- MTC Intake Policy
- Trainees Test and Examination Result
- Curriculum reviews
- Damage
- Injuries
- Incidents
- FTD Maintenance
- FVP Courses

- Injuries
- Incidents
- FVP Courses
- MTC Policy

13. KEY ACCOUNTABILITIES *(Include linkage to KDP, MOP and Divisional Plan)*

- **KDP/KPA: 1 Human Resources Development and**
KPA: 2 Economic Growth and Poverty Reductions
- **MOP Outcome:**
- **Divisional/Departmental/Unit Plan:**

Key Result Area/Major Responsibilities	Major Activities/Duties	Performance Measures/Outcomes
Fisheries curriculum and syllabus.	Establishing, and revising fisheries training and practical	The lesson plans are in line with STCW-F, thus, enabling candidates to perform work on board fishing vessels.
Board of studies meeting	Member of the Fisheries Board of studies meeting;	Development of the training and execution of monthly maintenance, addressing the required changes to the new Fishing Techniques and companies' requirement;
Teaching resources Inventory	Checking and monitoring a weekly and monthly training resources inventory for the FVP training course. Maintaining teaching aids in operative mode	Teaching aid and training resources are always in stock, thus sufficient for continuous training to the FVP trainees; Maintenance to maintain teaching aids

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Teaching	Long-line Fishing Method to FVP trainees, Fisheries upgrades; Fishing Handling at sea to FVP trainees & Fisheries upgrades; Purse-seine Fishing Methods to FVP trainees & Fisheries upgrades; Trawling Fishing Method to FVP trainees & Fisheries upgrades; Net Work to FVP trainees & Fisheries upgrades; Pole-line Fishing Methods to FVP trainees & Fisheries upgrades; BST to FVP trainees & Fisheries upgrades;	in operative mode. Maintaining, monitoring, and managing FVP training courses curriculum, syllabus and structure are in line with international and national regulations and meet companies' requirements;
Test and Exam Moderation	Moderating fishing techniques training tests and exam results are in line with the assessment policy.	Trainees' ongoing test and final exam evaluations are obtained;

10. Key Challenges	11. Selection Criteria
• Drawing up fishing techniques training modules, curriculum, and planning for MTC FVP advancement. • Taking part in shore 'On Duty' roster to the up-keeping disciplinary upholding of trainees. • Perform any other reasonable instructions from the Captain Superintendent and Chief Officer.	11.1 PQR (Position Qualification Requirement): • At least 2-3 years working experience on foreign fishing boats; • A National Mate with at least 2-3 years of working experience on an ocean-going fishing boat. Education: • International & Regional Fishing Maritime College & other recognized organizations; Experience: • Teaching at least 3 years; • At least 2- 3 years operating fishing equipment Job Training: • Fisheries & Nautical Science • Time management

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11.2 Key Attributes (Personal Qualities):

1. Knowledge

- Fishing Vessel Handling & Technics
- Teaching
- Microsoft software
- Problem-solving

2. Skills:

- Active listening
- Management of Personnel Resources
- Coordination
- Communication
- Reporting
- Monitoring
- Complex Problem Solving
- Time Management
- Quick learner
- Innovative
- Creative
- Team player

3. Attributes

- Integrity
- Organize
- Stress tolerance/Patient
- Social
- Leadership
- Honest
- Committed

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