



POSITION DESCRIPTION

POSITION TITLE	Labour Mobility Advisor
DURATION	3 years with the opportunity for extension.
LOCATION	Samoa
POSITION REPORTS TO	PACER Plus Implementation Unit (IU) Head

ABOUT THE PPIU

The PACER Plus Implementation Unit (PPIU) was established on 21 July 2021, and the Host Agreement was signed with the Government of Samoa on 9 September 2021. The PPIU's main objective is to assist Parties to the Pacific Agreement on Closer Economic Relations (PACER) Plus to implement the Agreement and related arrangements by managing the delivery and implementation of the Development & Economic Cooperation (DEC) Work Programme. The Work Programme helps the eight Pacific PACER Plus Parties (the Cook Islands, Kiribati, Niue, Samoa, Solomon Islands, Tonga, Tuvalu, and Vanuatu) to strengthen their capacity to benefit from regional and international trade and contribute to economic growth and sustainable development. It coordinates delivery of the Work Programme, provides technical and operational support to Parties, facilitates engagement among Parties and stakeholders, and supports monitoring and reporting on progress.

The PACER Plus Arrangement on Labour Mobility (ALM) frames the labour mobility component of the DEC Work Programme. Signed alongside the PACER Plus Agreement in 2017, it provides the regional framework for cooperation on labour mobility, with a focus on strengthening governance, worker welfare, skills development, reintegration and the sustainable development outcomes of labour mobility.

The PPIU operates in accordance with its Constitution and supports the governance arrangements of the Agreement, including providing support to the PACER Plus Joint Committee and Budget Committee as required.

ROLE PURPOSE AND EXPECTED OUTCOME

The Labour Mobility Adviser provides strategic and technical advice on labour mobility policies, programmes and institutional frameworks to support PACER Plus Parties in implementing the PACER Plus Arrangement on Labour Mobility (ALM) and advancing the labour mobility priorities of the DEC Work Programme. The position is responsible for delivering technical assistance to strengthen labour mobility governance, institutional capacity, skills development, worker welfare, qualifications recognition and reintegration systems, while promoting regional cooperation and alignment with international good practice. The Adviser works closely with PACER Plus Parties, employers, labour sending units, regional organisations, development partners and other stakeholders to strengthen labour mobility systems, maximise the development impact of labour mobility, and contribute to sustainable economic growth and workforce development across the Pacific.

KEY RESPONSIBILITY AREAS

1. Labour Mobility Strategy and Partnerships

- Lead inclusive, country-specific assessments to identify labour mobility priorities, gaps and opportunities, aligned with national development strategies, workforce needs and the PACER Plus Arrangement on Labour Mobility (ALM).
- Manage and coordinate Short-Term Advisers and technical experts to strengthen labour mobility policy development, programme implementation and institutional capacity across PACER Plus Parties.
- Prepare and deliver high-quality policy papers, technical advice, briefing notes and guidance on labour mobility issues to support evidence-based decision-making by PACER Plus Parties and the PPIU.
- Build and maintain strong partnerships and stakeholder networks with Labour Sending Units, relevant government agencies, employers, regional organisations, development partners and the private sector to promote coordinated implementation of the ALM and the DEC Work Programme.

2. DEC Work Programme Management and Delivery

- Lead the effective management and delivery of the labour mobility component of the DEC Work Programme, ensuring implementation is aligned with the PACER Plus Arrangement on Labour Mobility (ALM), agreed priorities and annual work plans.
- Support PACER Plus Parties to develop and implement annual labour mobility work plans that align with the DEC Work Programme, national priorities and implementation milestones.
- Provide strategic and technical advice to ensure labour mobility activities are well-designed, effectively coordinated and delivered to a high standard, achieving intended outputs and outcomes.
- Work closely with National Coordinators, relevant government agencies, employers, regional organisations and development partners to coordinate implementation, strengthen partnerships and maximise the impact of labour mobility initiatives.
- Monitor implementation of labour mobility activities and ensure compliance with PPIU policies and procedures, including monitoring, evaluation, learning and adaptation (MELA), procurement, financial management, safeguarding, risk management and quality assurance requirements.

3. Programme Delivery, Monitoring, and Results

- Plan, coordinate, and manage TRTA support and activity implementation to ensure timely, high-quality delivery within budget.
- Oversee financials, risk, quality assurance, monitoring, and reporting across trade in goods approved activities.
- Develop and implement clear results frameworks and evidence-based reporting in collaboration with MELA and Performance teams.
- Integrate cross-cutting priorities (gender, disability, social inclusion, climate) and apply adaptive management informed by learning.

4. Governance, Secretariat, and Organisational Support

- Contribute to Secretariat functions, including preparing briefing materials and supporting informed discussions across key committees.
- Represent and report to governance bodies, leading discussions on strategic analysis outcomes and implications.
- Strengthen internal monitoring, reporting, communications, and annual planning to improve organisational performance.

- Mentor team members, build institutional capability, and ensure full compliance with policies, procedures, and standards.

QUALIFICATIONS AND EXPERIENCE

Essential

- A University degree (Bachelor's degree or equivalent) in economics, international development or equivalent. Post Graduate Qualifications desirable.
- At least 10 years of experience in labour mobility policy, programme implementation and technical advisory services, including experience in reintegration and institutional capacity strengthening. Demonstrated experience working with Pacific Island governments, regional organisations and development partners is essential.
- Proven ability to design, analyse, and implement effective trade policies.

Competencies & Skills

Essential

- Strong knowledge of regional labour mobility frameworks, policies and programmes, including temporary labour migration schemes and migration governance, particularly within the Pacific context.
- Good working knowledge of Pacific labour mobility systems, workforce development priorities, labour market challenges and institutional capacity needs from government, employer and worker perspectives, as well as emerging regional labour mobility issues.
- Understanding of inclusive labour mobility approaches and how to support equitable, sustainable and development-focused outcomes, including in relation to reintegration within the Pacific context.
- Strong written and verbal communication skills, including the ability to prepare high-quality policy advice, technical reports, briefing papers and presentations, and to communicate effectively with a wide range of stakeholders.
- Highly developed negotiation, facilitation and influencing skills, with demonstrated ability to build consensus and maintain effective partnerships across governments, employers, worker organisations, regional agencies and development partners.
- Demonstrated understanding of gender equality, disability and social inclusion (GEDSI), safeguarding, worker welfare, climate change and environmental considerations, and the ability to integrate these principles into labour mobility policies, programmes and technical assistance.

Desirable

- Understanding of development principles and the socio-economic, demographic and labour market context of Pacific Island countries, including the contribution of labour mobility, workforce development, skills recognition and reintegration to inclusive and sustainable development;

Personal specifications

- Ability to mentor, motivate, develop effective teams and transfer skills to staff and stakeholders in the Pacific context.
- Ability to establish rapport, communicate effectively and work with people of diverse cultures, backgrounds and education.