**Secretariat of the Pacific Regional Environment Programme (SPREP)**

# Vacancy: Global Environment Facility Project Facilitator (GEFPF)

**Applications are invited for the above position with SPREP at Apia.**

This is an exciting and challenging opportunity to work with SPREP, one of the world's leading regional environmental organisations. The Secretariat is seeking a suitably qualified and motivated person for the role of Global Environment Facility Project Facilitator (GEFPF). The GEFPF will assist with the operation of the GEF Invasives Project and Biodiversity Project, particularly to assist SPREP and participating countries in complying with UNEP and GEF reporting requirements, and to facilitate the operation of the projects.

Applicants should have at a minimum a Bachelor Degree in a relevant environmental field with at least five (5) years relevant experience of managing complex projects, preferably in the Pacific region and in a role requiring a similar degree of versatility and responsibility, including technical and financial reporting on an internationally-funded project with regional scope. A relevant postgraduate qualification would be an advantage.

The appointment carries a competitive remuneration and benefits package. Remuneration for this post falls within Band 10 of SPREP's salary scale and will be in the range of SDR25,597 to SDR38,395. Currently, the equivalent in Samoan Tala is SAT$96,409 (USD$40,851) to SAT$144,611 (USD$61,276) per annum. Other staff entitlements include a Cost-of-Living Differential Allowance (COLDA), housing & education allowances, medical benefits, life & personal accident insurance, etc.

Full details of the GEFPF's responsibilities, requirements, remuneration package and lodging an application can be obtained from the Employment section of our website: www.sprep.org or by contacting the Personnel Officer on telephone: +685 21929 Ext. 230, Fax: +685 20231, or direct Email: luanac@sprep.org

**Applications should include:**

1. A detailed curriculum vitae containing full personal details;
2. A statement to address how each Essential Selection Criteria is met;
3. Names and contact details of at least three professional referees who are prepared to provide testimonials – prefer the most recent employers and/or supervisors; and,
4. Indication of possible starting date if successful.

All applications to be clearly labeled "**Application for GEF – Project Facilitator""**. We encourage all interested applicants to send their applications through email to sprep@sprep.org. Alternatively, please send to: The Director, SPREP, P O Box 240, Apia, SAMOA.

**Closing date: Friday, 20th May 2011.**

***Late applications and those that do not submit all the requirements stated above will not be considered.***

**SPREP is an Equal Opportunity Employer**