

Oracabessa Bay & Boscobel Fish Sanctuary Manager Job Description

The Oracabessa Bay and Boscobel Fish Sanctuaries were gazetted in 2010 as part of the Ministry of Agriculture and Fisheries' programme to protect and increase fish stocks in Jamaican waters. Management responsibility for these two sanctuaries was delegated to the Oracabessa Foundation (Oracabessa Bay sanctuary) and the Sandals Foundation (Boscobel sanctuary) respectively. Although quite close geographically, to date each sanctuary has been governed and managed separately; each has progressed at its own pace and in its own unique direction.

Now, through funding from the CaribSave initiative, the two sanctuaries have the opportunity to hire a joint manager - one who will have responsibilities within both sanctuaries. This arrangement recognizes the many similarities between the two sanctuaries (not to mention their close proximity) and the efficiencies likely to derive from a shared human resource. However, this arrangement will also likely provide unique challenges as both sanctuaries are at different points in their development and have established different operating cultures.

The job description outlined below attempts to lay out an initial framework for a joint sanctuary manager. Some tasks and responsibilities (noted below) will be the same for each area. Others may be a significant portion of work in one sanctuary and not needed in the other. Likely tasks will include (but not be limited to):

Joint Responsibilities:

- Establish and supervise the enforcement process and training of the wardens;
- Implement public awareness, education and outreach programs;
- Hold meetings with stakeholders and public consultations;
- Supervise the CaribSave funded environmental and social monitoring programs

Individual Sanctuary Responsibilities

It will be the Manager's responsibility to work with the governing body of each sanctuary to determine the extent to which the following duties are applicable

- Ensure the efficient and effective running of the sanctuary and production of all documentation needed by the ministry of agriculture and fisheries.
- Reporting directly to the management board on all aspects of the fish sanctuary.
- Organizing the day to day running of the sanctuary.
- Monitor the work and effectiveness of all sanctuary employees.
- Monitor the finances and report to the management board on expenditure and current situation of all funds.
- Lead the team to ensure the development of the environment within the sanctuary including reef restoration, development of fish breeding habitats, control of environmental hazards etc.
- To oversee the regular maintenance of all sanctuary equipment.
- To keep and maintained a log of all equipment, its value, serial numbers etc. And ensure its safe storage and use.
- To be trained in First aid and as a life guard.
- Oversee eco-tourism activities in the Sanctuary to ensure that these activities do not damage the environment or wildlife within the sanctuary.
- Undertake all appropriate activities or jobs delegated by the management board.

Potential Candidate Description

The Oracabessa and Boscobel Fish Sanctuaries are looking for candidates who are:

- 1) Effective communicators. Candidates must be able to communicate effectively both verbally and in writing. Most importantly, candidates must show an ability to communicate positively and effectively with fishers.
- 2) Excellent organizers. There are many moving parts and varying stakeholders within each sanctuary. Candidates who show an ability to handle many tasks will have an advantage.
- 3) Proven managers. For most aspects of sanctuary operations there are no 'manuals' or 'how-to' lists. The sanctuaries need a candidate willing and able to make good decisions with whatever information may be available
- 4) Resilient. Candidates will show an ability to work in a warm but outwardly aggressive culture. Quitters need not apply.
- 5) A background in marine sciences and/or protected area management is an advantage, but not a pre-requisite.

Interested candidates should send the following information to Jonathan Gosse at jonathangosse@me.com:

- 1) Current CV;
- 2) No more than two pages describing how this position fits into the candidate's career path.