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REQUEST FOR CONSULTANCY

Position Title: *Consultancy to Develop a Marine Turtle Monitoring Protocol*

Project: Safeguarding Nesting Populations of Sea Turtles in Fiji

Reporting: Programme Manager, Sustainable Fisheries & Seafood Programme or Delegee

Date: 03rd November 2025 – 15th December 2025 (31 days)

Location: Suva, Fiji

Background

Five of the seven known species of sea turtles are found in Fiji waters – these are the green (endangered); hawksbill (critically endangered); olive ridley (vulnerable); leatherback (critically endangered in the Pacific) and the loggerhead turtles (vulnerable). The most common occurring in Fiji are green and hawksbill turtles which also nest on Fiji's beaches.

Marine turtles face a range of threats including harvest for meat; illegal capture for trade; accidental entanglement or capture as by-catch during fishing and 'ghost gear' capture; injury or death from boat collision; collection and predation of turtle eggs; disturbance, erosion and loss of nesting beaches from sea level rise and infrastructural development; loss of seagrass beds and other foraging grounds; artificial light and disorientation of hatchlings towards roads; lack of awareness regarding their vulnerability and potential extinction but more recently impact from climate change (e.g. skewed sex ratio of hatchlings).

WWF-Fiji is part of the Fiji Sea Turtle Steering Committee (FSTSC) under the Fiji Ministry of Fisheries (MoF) and which oversees the Fiji Sea Turtle Recovery Plan (FSTRP). WWF supports the objectives and delivery of the FSTRP including (i) capacity assessment and training of conservation officers, (ii) establishing community led turtle conservation – protection and monitoring; and (iii) working with MoF on by-catch mitigation and advocating for on-board observer programmes. There is a need to develop appropriate locally applicable tools to support marine turtle population monitoring considering key challenges including logistical issues (e.g., remote locations), weather challenges, and capacity limitations of local communities.

Objective

The consultant is required to develop a standardized protocol for conducting sea turtle nesting surveys in Fiji. The protocol will ensure consistent, accurate, and scientifically sound data collection and reporting, enabling stakeholders—including local communities, NGOs, governmental agencies, and researchers—to effectively monitor and conserve sea turtle populations across the country.

Deliverables

The deliverables will include the following:

1. **Workplan:** outlining timeline, stakeholder engagement plan and key milestones.
2. **Draft Protocol Document:** A detailed draft of the standardized survey protocol, including proposed tools, techniques, and protocols.
3. **Stakeholder Consultation Summary:** A report summarizing the feedback and recommendations from stakeholder consultations.
4. **Workshop preparation and facilitation:** Prepare and facilitate a one-day workshop (in consultation and with support from WWF), gather feedback and incorporate into the draft protocol to finalise document.
5. **Final Protocol Document:** Document with standardized sea turtle nesting survey protocol.

Qualifications

The successful person(s) is required to meet the following criteria:

- Expertise in Sea Turtle Conservation: Proven experience in sea turtle research, specifically in nesting surveys.
- Field Survey Experience: In-depth knowledge of field methodologies for sea turtle nesting surveys and data collection techniques.
- Stakeholder Engagement Skills: Experience working with local communities, government entities, and NGOs in a collaborative setting.
- Strong Facilitation and Communication Skills: Ability to present and facilitate workshops effectively, engaging a diverse group of stakeholders.
- Strong Writing and Reporting Skills: Ability to produce clear, concise documentation and training materials.
- Familiarity with Local Context: Knowledge of the marine ecology and conservation issues in Fiji or the Pacific region.

Contract Duration

Contract duration is 31 days.

Terms of Reference

For more information on the role, the TOR can be downloaded from our website: www.wfpacific.org

How to Apply?

Interested parties are requested to submit a

1. Cover letter:
 - explaining how the applicant would approach the assignment and
 - Previous successful research and development outcomes and expertise relevant to this assignment.
2. CV outlining relevant experience
3. The consultant will be paid at a proposed and mutually agreed daily rate for 31 days. Payments will be made according to an agreed schedule for submission of as provided in Table 1 (below).
Applicants are required to send an indicative budget.

Table 1

Output Details	Due Date
1. Workplan Document	3 Nov 2025
2. Draft Protocol Document	17 Nov 2025
3. Stakeholder Consultation Summary Report	24 Nov 2025
4. Workshop Preparation and Facilitation	01 Dec 2025
5. Final Protocol Document	15 Dec 2025

Applications should be addressed to the Pacific Head of People & Culture and sent via email with the subject **"CONSULTANCY: Develop a Marine Turtle Monitoring Protocol"** to ppo.hr_recruit@wfpacific.org by close of business, **Monday, 27th October 2025**.