

Fisheries Management Specialist

Consultant services for Bi-lateral Philippines Program/ Partnership for Natural Resource Management

Summary

Project Title	Harvest Strategy Development and Capacity Building — Bi-lateral Philippines Program
Issuing Organization	National Marine Sanctuary Foundation, in support of NOAA MPA Center / Coral Reef Conservation Program
Period of Performance	May 1, 2026 – June 30, 2027
Agreement Ceiling	\$120,000 (Time and Materials)
Performance Site	Remote; travel to Philippines required (multiple trips anticipated)

Purpose

The National Marine Sanctuary Foundation is requesting proposals for consultant services for a Fisheries Management Specialist to support the Bi-lateral Philippines Program under the Partnership for Natural Resource Management project. The Consultant will provide technical assistance and capacity building support for harvest strategy development, fisheries management, and natural resource management in the Philippines, working in close coordination with NOAA's MPA Center, Coral Reef Conservation Program, and Philippine government counterparts.

Overview

Project Background

The Partnership for Natural Resource Management is a five-year (2021–2026) interagency agreement between the National Oceanic and Atmospheric Administration (NOAA), with the support of the National Marine Sanctuary Foundation and the Department of State. It is being implemented by NOAA's Marine Protected Area Center and Coral Reef Conservation Program.

IUU fishing continues to draw significant international attention, underscoring the challenges of sustainably managing marine resources in the Asia-Pacific region. IUU fishing undermines conservation and management of fish stocks in all captured fisheries, disempowers local fishers, promotes illegality, and decreases economic opportunities for developing countries.

Through prior work, NOAA Fisheries has developed a strong foundation of technical collaboration with Philippine counterparts, including staff of the Bureau of Fisheries and Aquatic Resources (BFAR) and the National Stock Assessment Program (NSAP). This work focused on the design and implementation of harvest strategies, including stock assessment modeling and harvest control rules. The Bi-lateral Philippines Program continues and expands upon this collaboration under the current agreement framework.

The objectives of this project are to:

- Increase the capacities of individuals and institutions, bilaterally and regionally, to effectively and sustainably implement natural resource management and fisheries regulations and agreements;
- Increase information sharing and coordination among agencies and institutions within and between target countries; and
- Increase biodiversity conservation by sustainably managing economically and ecologically important species or areas within coastal and marine environments.

Period of Performance

The contractual arrangement should be valid from May 1, 2026 – June 30, 2027. The Consultant is expected to travel to the Philippines multiple times during the period of performance. Departure and return dates will be finalized prior to travel in coordination with the NOAA project lead.

Travel requirements:

- International travel to the Philippines is anticipated (minimum two trips, subject to change)
- Travel will be reimbursed separately per the National Marine Sanctuary Foundation's travel policy
- For all international travel, the Consultant must use the Foundation's designated travel agent
- The Consultant is responsible for acquiring necessary travel visas
- Travel insurance is the responsibility of the Consultant

Prior to undertaking any activity under this agreement, the Consultant must confirm receipt of written instruction on the requested activity, total billable hours available, and the correct accounting code from their NOAA Coordinator. Invoices must include hours billed per activity and the associated accounting code.

Scope of Work

The Consultant is expected to contribute to the following outcomes:

3.1 Strengthen Regional and Bilateral Coordination



- Lead or co-lead development of agendas and strategic planning for workshops and technical meetings
- Facilitate virtual and in-person workshops and stakeholder meetings
- Maintain and strengthen relationships and collaborations with Philippine government counterparts, including BFAR and NSAP
- Ensure knowledge management of learning outcomes and documentation of progress

3.2 Support Capacity Building for Natural Resource Management

- Support and train NSAP staff in integrated stock assessment modeling in collaboration with NOAA staff.
- train NSAP and BFAR staff in the use of stock assessment modeling in fisheries management decision-making, particularly HCRs
- review, advise, and assist in communicating analyses that develop and analyze various alternatives for managing fisheries across the Philippines.
- supervise and contribute to customization of four applications to be used in this project: FishPath, The Stock Assessment Learning Tool, the Stock Assessment Continuum Tool, and the HCR Design Tool
- Develop and implement a capacity building plan tailored to Philippines program priorities
- Design and implement curriculum, tools, and materials supporting themes in fisheries management, MPA management, harvest strategy development, and related natural resource management topics
- Create and monitor performance indicators to track project progress

3.3 Strengthen Program Coordination and Reporting

- Participate in meetings to coordinate with various partners on ongoing project direction, activities, and logistics
- Plan logistics and travel for capacity building activities in the Philippines
- Review financials and plan workshops in coordination with NOAA and Foundation staff
- Compile quarterly and annual reports including financials, narratives, and metrics
- Lead communication planning, including developing a communication plan, providing monthly communication of activities, and tracking tasker submission

4. Tasks and Deliverables

The Consultant shall be responsible for the following tasks throughout the period of performance. All deliverables shall be submitted to the NOAA Coordinator as indicated below.

Task 1: Support Stock Assessment Capacity Building

The consultant will support and train NSAP staff in integrated stock assessment modeling in collaboration with NOAA staff. Through organization and facilitation of semi-monthly meetings, the consultant will address requested needs, and larger training on specific topics will be at the

request of BFAR and NSAP. These sessions will rely on the Stock Assessment Continuum Tool as well as a new tool designed to guide users through data preparation and analysis prior to constructing assessment models.

Deliverables:

- As identified by Philippine project participants, progress towards written publication of assessments in progress and development and analysis of new assessments.
- Deliver twice-monthly virtual workshops/working sessions from mid-April through end Sept 2026 and provide activity summary

Task 2: Harvest Control Rule Workshop

The consultant will also train NSAP and BFAR staff in the use of stock assessment modeling in fisheries management decision-making, particularly HCRs. A primary training event will be an in-person workshop, organized and run by the consultant in collaboration with NOAA staff. The training will include elucidating and defining objectives for maximum positive impact; and the performance consequences of the choices of specific management measures, particularly HCRs. This training strives to support NSAP and BFAR in developing at least one HCR in each of the pilot FMAs. Particular interest has been demonstrated in management systems that use stock health indicators to trigger reductions or increases in effort. Participants will learn how to analyze alternative systems using the HCR Design Tool.

Deliverables:

- Design, deliver and facilitate a four-day in-person workshop to be held in the Philippines by August, 2026.
- Design training curricula and materials including agenda
- Support logistics for workshop delivery
- Workshop report including expenses, activity summary and next steps, and performance indicator monitoring and reporting per provide templates

Note: In-person workshops are contingent on Philippine Embassy approval and NOAA project lead direction. The Consultant will only undertake in-person travel responsibilities upon written authorization, with contract hours adjusted accordingly.

Task 3: HCR Analysis and Support

The consultant will review, advise, and assist in communicating analyses that develop and analyze various alternatives for managing fisheries across the Philippines. The consultant will initiate one-on-one and small group engagements through the span of this project: April through the end of September, 2026. With guidance from NOAA staff and Philippine collaborators, three or four focal fisheries will be identified as focal projects that will receive in-depth support from the consultant.

Deliverables:

- Design and document management strategies for three or four Philippine fisheries.

Task 4: Tool Customization and Development

The consultant will supervise and contribute to customization of four applications to be used in this project: FishPath, The Stock Assessment Learning Tool, the Stock Assessment Continuum Tool, and the HCR Design Tool. Customizations will be in response to needs of Philippine collaborators and the communities they support, and customization will include revamping interfaces, updating analytic capabilities, and designing modules to increase the accessibilities of the tools.

Deliverables:

- Provide customized versions of applications and summary of these for reporting purposes.

Task 5: Coordination, Reporting, and Knowledge Management

The Consultant will support ongoing program coordination activities, including logistics planning, financial tracking, quarterly and annual reporting, and communication management. The Consultant will ensure that learning outcomes and program knowledge are documented and accessible for long-term continuity and sustainability.

Deliverables:

- Quarterly progress reports (narrative, metrics, and financials)
- Annual report for the program period
- Monthly communication updates and tasker tracking log
- Knowledge management documentation as needed

REQUIRED QUALIFICATIONS AND KEY SKILLS

Applicants must demonstrate the following qualifications:

Educational Background and Certifications

- Ph.D. degree from an accredited college or university with a major directly related in a field of study relevant to the task order with emphasis in fisheries, social science, natural science, plus ten (10) years of experience in related field or combination of such totaling sixteen (16) years combined education and experience.
- Degrees in both ecology/fisheries and economics. The fisheries/ecology degree is needed to perform the stock assessment work, and the economics degree is needed to help translate assessment results and management measures into economic considerations.
- Certification in Project Management (PMP) preferred

Expertise in Marine and Fisheries Management

- Ability to provide scientific and technical support to research projects
- Experience in coordinating scientific meetings
- Ability to manage scientific data and implement data systems
- Experience in developing documents and provide support for fisheries management plan projects
- Extensive familiarity developing harvest strategies, with specific experience with the four tools to be used in this project: FishPath, the Stock Assessment Learning Tool, the



Stock Assessment Continuum Tool, and the HCR Design Tool. Experience should include having facilitated harvest strategy development in data-limited fisheries that included application of at least three of the tools listed above.

- Expert in developing harvest control rules and analyzing their performance profiles.
- Experience working with the Philippine government, specifically BFAR and NSAP.
- Experience conducting and interpreting data-limited stock assessments.
- Experience with related international projects and organizations (e.g., SEAFDEC, CTI-CFF, FAO, World Bank, Coral Triangle Center, GEF, and similar)
- Working familiarity with policies, projects, and marine management practices in Asia-Pacific, particularly the Philippines

Capacity Building and Facilitation

- Proven experience designing, implementing, and evaluating capacity-building programs related to marine natural resource management
- Expertise in developing training curricula focused on participatory learning, including agendas, job aids, presentations, case studies, interactive activities, and reference materials
- Skilled in virtual and in-person facilitation, including in international settings
- Experience in evaluation of learning activities and project/program assessment

Project and Program Management

- Experience creating and monitoring performance indicators to track project progress
- Proficiency in knowledge management to ensure long-term continuity and sustainability of program content
- Familiarity with operations of key agencies including NOAA, Department of State, and other U.S. government agencies

Logistical and Communication Skills

- Ability to coordinate logistics for international meetings, workshops, and study tours
- Proven experience in curriculum development, technical report writing, and documentation
- Ability to coordinate with multiple stakeholders including governments, NGOs, and international organizations
- Written and oral fluency in English

Professional Requirements

- Ability to work independently to meet objectives and timelines
- Valid passport and availability for regular travel within Asia-Pacific, including multiple trips to the Philippines

HOW TO APPLY

Application packages should be submitted by 11:59 PM Eastern Standard Time on May 21, 2026. Please submit your application package to the Foundation through C-STAAAR –

the Foundation's Collaborative System for Tracking Activities, Awards, and Reporting – using the following link: <https://marinesanctuary.smartsimple.com/>.

The C-STAAAR platform will ask individual questions related to your project, answered through separate form fields, and will have some questions that allow for uploading additional materials or providing links to those materials. If your proposal is selected for funding, your agreement will be managed through the C-STAAAR platform.

Please direct all questions regarding the submission of applications to the C-STAAAR platform to support@marinesanctuary.org with the email subject line: RFP QUESTION Fisheries Management Specialist: [Name].

Application packages should include:

- An updated resume or CV;
- A short proposal describing how the applicant would complete the activities outlined in this Scope of Work on the schedule provided; and
- A detailed budget proposal for a time and materials agreement
- All required fields of the application in C-STAAAR must be completed before submission. Applications can be saved as a draft to return to and submit when completed. Any additional contributors to work on the proposal per organization must be invited and accepted into C-STAAAR. Multiple users cannot work on the proposal simultaneously.
- Determinations will be made by May 25, 2026, and applicants notified shortly thereafter.

Agreement Ceiling: \$120,000

Evaluation

Evaluation will be based on the submitted application package materials.

Budget & Payment Terms

The agreement ceiling for this Scope of Work is \$120,000. The Consultant will be compensated based on hours billed at a negotiated hourly rate (time and materials). Billing must be submitted on a monthly basis to the National Marine Sanctuary Foundation.

Overtime is not anticipated. Any overtime must be approved in writing by the NOAA Coordinator prior to being worked. Unauthorized overtime will not be reimbursed.

ABOUT US

The National Marine Sanctuary Foundation is the official non-profit partner of NOAA's Office of National Marine Sanctuaries, supporting its system of 18 marine environments from Massachusetts to American Samoa and the Great Lakes to the Florida Keys. We protect these iconic places, care for marine wildlife and habitats, honor our nation's maritime history and cultural traditions, and promote the enjoyment of these public waters through a combination of coalition-building, private fundraising and federal support.

In a quarter of a century, we've expanded and deepened people's connections and access to our ocean, coasts, and Great Lakes, and built partnerships with coastal communities and businesses alongside the over 629,000 square miles of public waters that belong to all Americans.

TERMS & CONDITIONS

This is a Request for Proposals (RFP) only. Issuance of this RFP does not in any way obligate the Foundation to make an award or pay for costs incurred by potential offerors in the preparation and submission of an offer. In addition:

- (a) The Foundation may cancel RFP and not award;
- (b) The Foundation may reject any or all responses received;
- (c) Issuance of RFP does not constitute award commitment by The Foundation;
- (d) The Foundation reserves the right to disqualify any offer based on offeror failure to follow RFP instructions;
- (e) The Foundation will not compensate offerors for a response to RFP;
- (f) The Foundation reserves the right to issue an award based on an initial evaluation of offers without further discussion;
- (g) The Foundation may negotiate with short-listed offerors for their best and final offer;
- (h) The Foundation reserves the right to order additional quantities or units with the selected offer or;
- (i) The Foundation may reissue the solicitation or issue formal amendments revising the original RFP specifications and evaluation criteria before or after receipt of proposals;
- (j) The Foundation may modify the specifications without issuing a formal notice to all offerors when the revisions are immaterial to the scope of the RFP;
- (k) The Foundation may choose to award only part of the activities in the RFP or issue multiple awards based on multiple RFP activities; and
- (l) The Foundation reserves the right to waive minor proposal deficiencies that can be corrected prior to award determination to promote competition.