



Project Co-ordinator – The Wash and North Norfolk Marine Partnership

Kings Lynn, Norfolk (no relocation package)

Starting salary - £25,295 per annum (EIFCA Pay scale Grade 5 £25,295 - £27,905)

Pension – the role is eligible for membership of the Local Government Pension Scheme

Full time – 37 hours per week

The post holder will be employed and hosted by Eastern Inshore Fisheries and Conservation Authority under its terms and conditions.

Project Co-ordinator –An exciting opportunity has arisen for a passionate, diplomatic and outgoing conservation professional to become part of this long-standing partnership.

Role & Responsibilities - The Wash and North Norfolk Marine Partnership supports co-ordinated management of the regions network of EU Marine Protected Areas helping Relevant Authorities meet their statutory obligations by delivering a regional action plan and engages local communities in management through the co-ordination of three regional Advisory Groups. A core component of the WNNMP work is to support monitoring and mitigation of recreational pressures so effective engagement with the Tourist and Recreation sectors is essential.

Key elements of the role include:

- Co-ordinate and drive the implementation of the Partnership Management Plan through an effective and accountable process, maintaining and building upon the existing relationships between relevant authorities and the local community
- To provide a secretariat and administration function for the partnership
- Prepare and publish annual reports and management plans
- Drive bespoke initiatives
- Identify and exploit external funding opportunities that maintain and enhance the delivery objectives of the Partnership
- Maintain and develop the profile of the Partnership through its' website and social media
- Co-ordinate an extensive stakeholder network, including 3 geographical advisory groups
- Work closely with NGOs, Tourism and Business Communities to support and promote sustainable recreation
- To raise awareness of the environmental importance and management needs of the site

Project Co-ordinator – Person Specification:

The ideal candidate will share our passion for the marine environment and coastal culture and should possess the following:

- Hold an appropriate degree or equivalent
- Have relevant post qualification experience
- Be a self-starter and able to work independently
- Proven experience of end to end project management
- Excellent communication skills (verbal & written)
- Proven experience of conveying complex messages and / or concepts to a diverse range of audiences
- Excellent IT Skills including social media and website management.
- Experience of working with a diverse range of stakeholders from different backgrounds
- Experience of conflict resolution
- Full UK driving licence

Experience of business development and grant applications would be an advantage, as would familiarity with the habitats & species found in The Wash & North Norfolk coast and the activities that occur alongside.

To apply for the role an application form can be found [here](#).

Alternatively please request an application form at mail@eastern-ifca.gov.uk, or by post to Eastern IFCA, 6 North Lynn Business Village, Bergen Way, Kings Lynn, Norfolk PE30 2JG

Closing date – 24th May 2019