

Eastern Inshore Fisheries and Conservation Authority

Job Description

Job title: Marine Science Officer (Grade 6)

Location: Kings Lynn

Reports to: Senior Marine Science Officer

Grade: 6

General Description:

The Marine Science Officer will undertake relevant research to provide appropriate evidence to support sustainable fisheries and protection of the marine environment. They will be expected to work across all disciplines within the function and deliver the full range of activities required, including contributing to responses to marine planning and licensing consultations, contributing to Habitats Regulation Assessments, use of GIS, development of data management systems, survey and sample collection and acting as vessel crew. They will lead and manage allocated projects, and will quality assure work in support of the Senior Marine Science Officers.

Duties and Responsibilities

1. To develop and maintain positive relationships with colleagues and an extensive range of relevant partner agencies, stakeholders and communities, including the commercial and recreational fishing communities.
2. To develop and maintain a good knowledge of the District in terms of relevant marine, fisheries and conservation associated issues.
3. To obtain, research and collate appropriate scientific and other data to support credible expert advice provided to support fisheries and conservation management.
4. Provide informed responses to consultations and information requests relating to environmental aspects of marine activities.
5. Support fisheries management in marine protected areas, including obtaining and using relevant information to inform/complete Habitats Regulations Assessments.
6. To lead and manage significant projects and work streams ensuring timely and accurate completion within any allocated budget. This will include:
 - a. Co-ordinating contributions from colleagues and other contributors as required
 - b. Engagement with stakeholders
 - c. Producing strategic documents and products to support the organisation e.g. Authority papers
7. Quality assure Marine Science outputs to ensure that they are appropriate, credible and supported by research, evidence, and expert advice in relation to fisheries and conservation management
8. Produce accurate, timely and relevant marine science reports.
9. Maintain up to date and relevant knowledge of the marine research field and industry best practices.
10. Act as crew member when required to go to sea, to include watch-keeping, operation of boat equipment and RIB use as directed by the Skipper.
11. Develop working knowledge of and contribute to the full range of Marine Science Team activities and duties.
12. To contribute to the development of EIFCA colleagues through sharing knowledge and experience
13. To contribute to appropriate enforcement activities as and when required including the accurate gathering and sharing of relevant intelligence in relation to breaches of fishery and conservation legislation.
14. Ensure compliance with all aspects of Health & Safety both on shore and at sea
15. Ensure equality and diversity is actively promoted in the workplace

Key measures

1. Relationships are developed and maintained and agreed support is delivered accurately, professionally and in a timely manner.
2. Has a good knowledge of the District, which includes tides, weather conditions, fisheries, sea beds, rivers, ports & harbours, appropriate retail outlets and key stakeholders.
3. Leads / participates as required in both shore and vessel based coastal survey work. Agreed standards of practice are followed. Accurate and relevant research samples and data are collected. Outputs are appropriate, timely and robust. Expert advice presented is supported by relevant data, credible assessments, critical analysis and appropriate research. Study reports and records are produced and maintained appropriately.
4. Consultations and requests responded to accurately and in a timely manner.
5. Suitable data sources are identified; necessary information is gathered and utilised accurately to create credible assessments. HRA's are completed appropriately and timely. Supporting data is readily accessible.
6. Projects and work streams are planned effectively, appropriately delegated and completed on time and within allocated budgets. Full professional participation and advice is given. EIFCA brand is promoted. Outputs are appropriately presented, logged and shared with relevant stakeholders as appropriate. Authority policies regarding data holding and distribution are followed.
7. Science Team outputs are checked for accuracy and relevance. Appropriate feedback is communicated to team members.
8. All reports and study results are completed and submitted to the required standard and on time. Appropriate records are maintained. Authority policies regarding data holding and distribution are followed.
9. Mechanisms in place to keep knowledge up to date and relevant in both the scientific and legislative fields. Updates shared and applied as appropriate in line with Authority expectations.
10. Fulfils all relevant crew member duties safely and to the required standard as directed by the Skipper.
11. Completes all activities allocated professionally and in line with expectations. Evidence of enthusiasm and commitment applied to all tasks. Fulfils wider team member role in line with expectations.
12. Skills and expertise are shared in an appropriate and timely manner with colleagues as required.
13. Functions assigned in support of Marine Protection are completed accurately, professionally and in a timely manner. Intelligence reports submitted promptly.
14. H&S policy is adhered to at all times. Risk assessments completed and recorded appropriately.
15. Appropriately conducts self with colleagues and stakeholders. Absence of complaints

Eastern Inshore Fisheries and Conservation Authority Job Description	
Direct reports	
<ul style="list-style-type: none"> ○ None 	
Financial scale	
<ul style="list-style-type: none"> ○ N/A 	
Planning horizon	
<ul style="list-style-type: none"> ○ Workload is set by Senior Marine Science Officer based on the annual Strategic Assessment and Business Plan ○ Contributes towards the annual marine science plans 	
Complexity	
<ul style="list-style-type: none"> ○ Diverse range of stakeholders, often with conflicting requirements ○ Requirement to keep up to date with relevant marine science legislation and best practice ○ Mix of office and sea based ○ Agile work roster - requirement to remain flexible to support changes to work plans ○ Requirement to work across various diverse locations within the district ○ Shifting function priorities and external factors affecting work plans 	
Key working relationships (other than Line Manager or reports)	
<ul style="list-style-type: none"> ○ All other Authority Officers ○ Authority members ○ Relevant statutory, commercial and voluntary organisations ○ Commercial and recreational fishing communities ○ Public including community groups 	
Freedom to make decisions	
<ul style="list-style-type: none"> ○ Freedom to complete allocated tasks within agreed timelines ○ Develops contingency plans as appropriate to ensure projects are completed for line manager approval ○ Freedom to make decisions when quality assuring Marine Science outputs 	
Experience, knowledge & skills	
Essential	Preferred
<ul style="list-style-type: none"> ○ Educated to degree level or equivalent experience ○ Experience of detailed statistical analysis using appropriate packages such as R stats ○ Good working knowledge of MS Office ○ Experience of report writing ○ Excellent communication skills, both written and verbal ○ Holds, or can obtain an ML5 or ENG1 medical certificate ○ Ability to make an effective contribution across disciplines in a small team environment ○ Ability to travel throughout the district ○ Right to work in the UK 	<ul style="list-style-type: none"> ○ Degree in a biological, marine science or marine environment ○ Previous experience gained in a UK marine science environment ○ Understanding of Marine Protected Areas ○ Experience of using GIS map information programmes ○ Knowledge of the marine licence system and Environmental Impact Assessments ○ Experience of completing Habitats Regulation Assessments ○ Knowledge of the UK fishing industry, particularly relating to shellfish ○ Holds current UK driving licence

Personal qualities required

- Analytical
- Resilient (physically and psychologically)
- Good organisational skills and ability to prioritise
- Flexibility – out of hours working required with occasional periods away from base
- Strong team working ethic
- Attention to accuracy when working with information
- Ability to work unsupervised
- Good interpersonal skills
- Excellent time management skills
- Comfortable with challenge and conflicting views / demands
- Able to both receive and deliver constructive feedback