

Eastern Inshore Fisheries and Conservation Authority	
Job Description	
Job title:	Senior Inshore Fisheries & Conservation Officer (Marine)
Location:	Vessel / Kings Lynn
Reports to:	Assistant Chief Officer (Marine Protection)
Grade:	SO1
General Description: The Senior IFCO (Marine) is part of the management team and is the first line manager for designated staff (ashore or afloat). They will play a leading role in the management and delivery of marine operations and ensuring that the operational readiness of all Authority vessels is maintained. They will undertake the role of vessel crew and Skipper and will be the lead Skipper for <i>FPV Protector IV</i> . When in command of a vessel they are responsible for the vessel and crew and for ensuring its safe and diligent operation within the district. They will perform an enforcement role on land and at sea, using proportionate enforcement measures where appropriate. They will seek to ensure that the conservation objectives of any Marine Protected Areas within their area of responsibility are furthered and will take every opportunity to promote the Eastern IFCA brand.	
Duties and Responsibilities 1. As part of the EIFCA management team to actively contribute to all Authority outputs and to be first line-manager of a small team with responsibility for the supervision, welfare and development of line reports 2. To be responsible for the management, maintenance and repair of the Authority's vessels in line with set budgets, including all matters relating to commercial coding and certification 3. To actively lead the vessel-based training and development of the team and wider colleagues to ensure that they are properly equipped with the skills and knowledge to undertake their vessel-based roles effectively. This will include mentoring other qualified Skippers as required 4. To undertake the role of Skipper of Authority vessels as required with full accountability for vessel and crew management and safe operation of the vessel including: a. Ensuring that all safety, navigation (including charts), electrical and mechanical equipment is inspected, maintained and kept up to date in accordance with relevant schedules and legal requirements and that the vessel is ready for sea in accordance with the requirements of the Authority. b. The safe navigation of the vessel including passage planning and compliance with national and international law. c. The safe operation of the vessel within the parameters of vessel and crew capabilities in the prevailing weather conditions, particularly in the enforcement and research roles including conducting boarding's and the deployment of tender(s) and research equipment (e.g. trawl, dredge etc.) 5. To develop and maintain positive relationships with colleagues, relevant partner agencies, stakeholders and communities, including the commercial and recreational fishing sectors. 6. Ensure the proportionate and effective enforcement of relevant UK & EU sea fisheries and conservation legislation and the Authority's bylaws ashore and at sea. This will include:	

- a. The investigation of offences including securing and preserving evidence and interviewing witnesses and suspects in accordance with relevant legislation
 - b. Acting as Case Officer and/or Disclosure Officer as required
 - c. The preparation of case files for use in the enforcement process, including court proceedings
 - d. Giving evidence in court
7. To be responsible for the accurate gathering and sharing of relevant intelligence in relation to breaches of fishery and conservation legislation
8. To contribute to appropriate research activities as and when required
9. To contribute to the development of EIFCA colleagues through sharing knowledge and experience
10. Ensure the accurate and timely completion and distribution of all appropriate reports, operational orders, data collection and general administration associated with the role
11. Ensure compliance with all aspects of Health & Safety both on shore and at sea
12. Ensure equality and diversity is actively promoted in the workplace

Key Measures

1. Engaged across the breadth of EIFCA business. Direct reports are managed, developed and supported appropriately within Authority's processes & expectations. The relevant working time regulations sea-going and land-based staff are adhered to
2. Vessels are managed, maintained and repaired to maintain maximum operational availability and appropriate operational protocols (e.g. Standard Operating Procedures and Emergency Operating Procedures) are in place. All MCA coding requirements are met, and vessel certification is maintained
3. Officers are appropriately trained and developed to equip them with the knowledge and skills to undertake their roles effectively.
4. All equipment, including navigation aids, is appropriately maintained, in-date (where appropriate) and are only operated by trained crew members. Logs and passage plans are kept up to date. Vessel is operated safely at all times, and the crew, passengers and members of the public are not exposed to unnecessary risk.
5. Relationships are developed and maintained and agreed support is delivered accurately, professionally and in a timely manner.
6. Bylaws and other relevant legislation are enforced proportionally in line with policy, procedure and legislation (e.g. PACE Act 1984, CPIA 1996, RIPA 2000). Case files contain sufficient appropriate evidence including interview records, witness statements and any other evidence relevant to the case.
7. Intelligence gathered is credible and obtained through appropriate and justified methods.
8. Surveys, sample collections and other relevant research activities assigned are completed accurately, professionally and in a timely manner.
9. Skills and expertise are shared appropriately and timely with colleagues as required.
10. All relevant reports including statements, landings, movement orders, monthly & quarterly reports and timesheets are completed and submitted to the required standards
11. H&S policy is adhered to at all times. Risk assessments completed and recorded appropriately.
12. Appropriately conducts self with colleagues and stakeholders. Absence of complaints

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Direct reports ○ 2	
Financial scale ○ Works within budget as set. Develops proposals for expenditure for consideration (e.g. annual maintenance cycles)	
Planning horizon ○ Operational planning to deploy resources to address established priorities and emerging issues ○ Agrees and monitors team and individual targets ○ Workload planning adapts to dynamic environment and unforeseen changes ○ Contributes to the formulation of the business plan	
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Key working relationships (other than Line Manager or reports) ○ Operational planning to deploy resources to address established priorities and emerging issues ○ Agrees and monitors team and individual targets ○ Workload planning adapts to dynamic environment and unforeseen changes ○ Contributes to the formulation of the business plan	
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Experience, knowledge & skills	
Essential ○ Educated to GCSE level in English and Mathematics or can demonstrate appropriate literacy and numeracy skills ○ Ability to lead a team ○ Holds commercially endorsed RYA Yachtmaster certificate or equivalent ○ Holds, or could obtain an ML5 or ENG1 medical certificate ○ Previous experience of skippering a vessel ○ Current working knowledge of relevant MCA workboat requirements ○ Computer literate ○ Excellent communication skills both written and verbal ○ Ability to contribute across disciplines	Preferred ○ Previous experience as an enforcement officer. ○ Previous experience of supervising staff ○ Have a working knowledge of fisheries legislation ○ Experience of report writing

- in a small team environment ○ Holds a full UK driving licence ○ Right to work in the UK	
Personal qualities required ○ Integrity ○ Flexible – out of hours working and periods away from home are required ○ Good organisational skills and ability to prioritise ○ Resilient (physically and psychologically) ○ Teamwork & collaboration ○ Ability to work unsupervised ○ Good interpersonal skills ○ Attention to detail	