

## **IFCA Training Manager Role Profile**

**Job Title:** IFCA Training Manager

**Location:** Flexible, Remote (with regular travel across England)

**Contract:** Full-Time, Permanent

**Salary:** Grade 7/8 (£46,142 – £55,617 pay award pending)

**Line Manager:** CEO, Association of IFCAs

**Reports to:** Association of IFCAs

**Hosted by:** Sussex IFCA

There is a need for a Training Manager to support the 10 IFCAs in enhancing their training provision, particularly with regards to compliance and enforcement. This post will lead on a national training strategy and delivery to develop and enhance the skills of IFCA officers across England.

### **The core functions of this post**

IFCAs cover a wide variety of fisheries management functions from developing legislation to conducting research to enforcing legislation. Undertaking these roles at sea as well as on land mean that IFCA staff need to be proficient in a wide and diverse range of skills. It is within this context that the IFCA Training Manager's primary role will be to lead the development and delivery of compliance and enforcement training to IFCOs.

### **What sort of person do we need?**

The successful candidate should have significant experience in compliance and enforcement, preferably but not necessarily, within the fisheries or marine environment sector. The successful applicant will also have experience of developing and delivering training as well as assessing progress and performance of learners. They will be able to consider and incorporate challenges and issues at both a strategic and operational level.

### **How is the role supported operationally?**

The IFCA Training Group supports the Training Manager with identification of officer training needs required by the IFCAs, and development and evaluation of training solutions. It also assesses and develops delivery options, as well as assists with the delivery of training courses, to ensure that high quality, effective and suitable training is provided for IFCA officers enabling them to gain the knowledge and skills necessary for their job role.

### **What is the governance structure for the role?**

The role will be hosted by Sussex IFCA for HR, T&C's, payroll and administrative purposes. The Association of IFCAs is responsible for line management of the post. The direct line manager of the role will be the Chief Officer of the Association of IFCAs, who will oversee the delivery of a nationally agreed annual training schedule or plan. The post will submit progress reports as part of the AIFCA quarterly meeting cycle.

### **Key responsibilities and duties of the role:**

1. Lead the strategy, coordination, development and delivery of IFCA compliance and enforcement training for Inshore Fisheries and Conservation Officers (IFCOs).
2. Act as the lead trainer to deliver key training such as Enforcement and Advanced Enforcement Courses.
3. Lead the development and implementation of an IFCA Training Programme to enable a standardised and recognised training procedure for new officers as well as ongoing training for existing officers.

4. Lead the development and implementation of a mentoring scheme to support new officers entering IFCA's.
5. Lead the development and delivery of the existing IFCA Enforcement Course
6. Lead the development and delivery of an IFCA Advanced Enforcement Course
7. Lead the sourcing, development and implementation of external specialist enforcement and compliance training
8. Undertake the role of a qualified IQA to support enrolment of IFCOs on a learning management system in relation to professionally recognised qualifications.
9. Develop and deliver a hands-on and face-to-face approach to training, enabling individual IFCA's to receive bespoke training related to their specific needs in their District.
10. Lead and support the development of Subject Matter Experts from across IFCA's to assist in training material delivery.
11. Support the development and delivery of training as required and where necessary for all aspects of IFCA operational and strategic workstreams.
12. Support IFCA's in the development of standardisation and best practice in new and innovative compliance methods and techniques.
13. Plan and facilitate workshops and webinars across England relating to best practice in compliance and enforcement.
14. Develop and maintain strong relationships with partner agencies to promote best practice in training and learning.
15. Provide additional operational support to regional IFCA's as and when required.

For an informal discussion regarding the role please email Rob Clark on [robert.clark@association-ifca.org.uk](mailto:robert.clark@association-ifca.org.uk).

An application form can be downloaded from the Sussex IFCA website at [www.sussex-ifca.gov.uk/jobs](http://www.sussex-ifca.gov.uk/jobs). Completed application forms should be submitted to [r.pearson@sussex-ifca.gov.uk](mailto:r.pearson@sussex-ifca.gov.uk). Closing date for applications is 1 July 2026. Interviews for shortlisted candidates are anticipated to take place week commencing 13 July 2026.