



## Job Description: Senior Inshore Fisheries and Conservation Officer (Skipper)

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| Job Title:    | Senior Inshore Fisheries & Conservation Officer (Skipper)                            |
| Location:     | Shoreham-by-Sea, West Sussex                                                         |
| Contract:     | Full-Time, Permanent                                                                 |
| Salary:       | Grade 5 (SCP 25-29) - £36,363 - £39,862 (pay award pending) + 10% (excl. allowances) |
| Line Manager: | Vessel Operations Manager (Senior Skipper)                                           |

### **Purpose of the role**

The Sussex Inshore Fisheries and Conservation Authority (IFCA) is a regulatory body responsible for the sustainable management of inshore fisheries and the conservation of the marine environment along the Sussex coast. The vision of Sussex IFCA is to lead, champion and manage a sustainable marine environment and inshore fisheries, by successfully securing the right balance between social, environmental and economic benefits to ensure healthy seas, sustainable fisheries and a viable industry.

As a Senior IFCO (Skipper), you have a crucial role in supporting the safe and efficient operation of Sussex IFCA fisheries patrol and survey vessels, and the enforcement of fisheries and conservation regulations in the inshore waters of Sussex. At the front line of inshore fisheries management, the roles' responsibilities cover duties both at sea and on land, working as part of a small team on a fisheries patrol and survey vessel as a lead member of the crew, undertaking boarding operations of fishing vessels and shore-based enforcement of fisheries legislation, as well as assisting with survey and project work.

The post holder will be issued with an Inshore Fisheries and Conservation warrant card and may also be joint warranted with relevant authorities that manage the marine environment.

### **Main duties and responsibilities**

1. Assist the Senior Skipper in the operation, navigation and maintenance of fisheries patrol vessels and RIBs, including taking command of vessels.
2. Deputise for the Senior Skipper in their absence.
3. Perform routine maintenance and inspections of Sussex IFCA vessels and their equipment.

4. To meet the Health, Safety and Wellbeing responsibilities for the role, as set out in the Sussex IFCA's Health and Safety Policy Statement and Safety Management System. Including safety checks of all vessel safety equipment.
5. Take a proactive role in the training and development of staff and crew, including scheduling and supervision of training exercises, safety drills and other operational activities.
6. Under the direction of the Vessel Operations Manager (Senior Skipper) and Senior IFCO (Operational) to assist with the planning of patrol activity and enforcement planning on both shore and sea.
7. When not in command of a vessel, act as the senior deck officer for on-deck operations from the patrol vessels including the deployment and retrieval of fishing gear, scientific equipment, and other tools as required.
8. Take a proactive and leading role in monitoring compliance with fisheries regulations, enforce fishing and conservation legislation, leading the conduct of inspections on vessels, gear, and catch to ensure adherence. This will involve both sea-based and shore-based inspections.
9. To undertake the duties of a Senior Inshore Fisheries and Conservation Officer, including enforcement of fisheries conservation measures, conducting investigations into breaches of regulations, and the creation of standard operating procedures for activities supporting the management of fisheries.
10. To assist Senior Skipper and Conservation and Research Manager with the planning, scoping and undertaking of extensive stock surveys and minor research projects from either in-house sources or other marine agency partners such as Environment Agency, Natural England, Marine Management Organisation.
11. To proactively engage and liaise with the fishing industry and other key stakeholders, regarding fisheries and conservation management and associated issues, to foster positive relationships, address concerns, and promote understanding of conservation measures.
12. To lead and monitor the general maintenance and management of Sussex IFCA vehicles, including organisation of servicing and repairs.
13. To respond to internal and external enquiries and prepare correspondence.
14. To attend on request, meetings with other bodies as a representative of the Chief Fisheries Officer or Authority.
15. Undertake available training opportunities and show a commitment to continuous development, to maximise your potential and ensure efficient and effective delivery of services.

This job description sets out the duties of the post at the time when it was drawn up. Such duties may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the grading of the post.

# Person Specification: Senior IFCO (Skipper)

## Summary

The ideal candidate will be an experienced maritime and enforcement professional with the skills and knowledge to safely skipper Sussex IFCA's patrol and survey vessels, lead operational activities, and support the delivery of fisheries enforcement, marine conservation and monitoring across the District.

## Qualifications & Professional Development

### *Essential*

- RYA Yachtmaster Offshore certificate or equivalent \* (See note below)
- Relevant marine qualifications including, but not limited to, PPR, VHF Radio, STCW 95
- QCF Level 2 / GCSE Grade 5 or above in English and Maths
- Current Full UK driving licence

\* **Note:** Applicants who do not currently hold an RYA Yachtmaster Offshore Certificate (or equivalent), will be considered if they hold an RYA Advanced Powerboat Certificate (or equivalent). If appointed, the successful candidate will be required to work towards and obtain the RYA Yachtmaster Offshore qualification (and commercial endorsement where required) within the first 2 years of employment.

### *Desirable*

- Commercially endorsed RYA Yachtmaster Offshore Certificate or equivalent
- Degree in relevant subject or equivalent experience
- NVQ Level 3 in Fisheries Enforcement or equivalent enforcement qualification

## Experience

### *Essential*

- Demonstratable experience of operating vessels in a professional capacity, to include experience of fast craft or RIB handling
- Crew on a seagoing vessel
- Working as part of a team
- Handling confrontational situations
- Working with and managing members of the public
- Undertaking marine surveys
- Managing small teams to deliver one-off or stand-alone tasks
- Report writing and communication via correspondence

### *Desirable*

- Demonstrable experience of operating as a Skipper in a professional capacity
- Experience as an IFCO or Marine Enforcement Officer (MEO) or similar role
- Implementation and enforcement of relevant legislation or regulations
- Enforcement investigations including conducting interviews under caution, preparing case files and giving evidence
- Collating and submitting information and intelligence
- Sea fisheries, marine conservation or environmental management
- Engaging and working with the fishing industry

- Leading teams to deliver complex projects

## **Knowledge**

### *Essential*

- Vessel navigation, safety, and maintenance procedures for workboats and RIBs
- Marine conservation issues
- Fisheries management
- Commercial fishing industry and fishing methods
- Sussex IFCA District

### *Desirable*

- Working knowledge of legislation and industry guidance relating to commercial vessel operations, including maritime health and safety requirements and recognised workboat operating standards.
- Specialist knowledge of marine issues, fishing industry and marine and fisheries legislation.
- Enforcement and conservation regulations

## **Skills & Abilities**

### *Essential*

- IT literate with level of competence and confidence in operating MS Office
- Able to communicate effectively with the general public in challenging situations
- Communication and liaison skills

### *Desirable*

- Mechanical/engineering skills and/or qualification sufficient to carry out daily engine checks and routine maintenance and repair on the patrol vessel
- Project management skills
- Electrical maintenance skills

## **Personal Attributes**

- Highly motivated, proactive, and able to take initiative.
- Demonstrates sound judgement and professionalism in challenging situations
- Leads by example and promotes a positive safety culture
- Flexible attitude to working routine as well as regular weekend and unsociable hours as required. Workload is dictated according to schedules and timing (tides etc).
- Ability to work in adverse weather conditions and physically demanding situations

## **Additional Requirements**

- Able to respond to urgent mobilisation calls and present in Shoreham Harbour inside 1 hour
- Physically fit – Appointment is subject to passing Sea Farer's Medical (ENG1)
- Appointment subject to Baseline Personal Security Standard (BPSS) clearance.