



## North Eastern Inshore Fisheries and Conservation Authority

### JOB OUTLINE

**Job Title:** Environmental & Scientific Manager/IFCO

**Post Number:** PN028504

**Responsible to:** Chief Officer

**Salary:** Grade 5 £33,486 to £37,568

**Hours:** 37 per week

**Overall purpose of the job:**

To lead the Environmental and Scientific team in discharging the Authority's statutory responsibilities under the Conservation and Natural Habitats Regulations 2000, the Countryside and Rights of Way Act 2000, the Natural Environment and Rural Communities Act 2006, the Marine and Coastal Access Act 2009.

**Principal accountabilities:**

1. To lead and motivate the Environmental and Scientific team in discharging the Authority's statutory responsibilities under the Conservation and Natural Habitats Regulations 2000, the Countryside and Rights of Way Act 2000, the Natural Environment and Rural Communities Act 2006, the Marine and Coastal Access Act 2009 and any other relevant statute by attending meetings, compiling reports, carrying out research, etc as required by the Chief and or Deputy Chief Officers. This may include working weekends and bank holidays depending on the requirements of the service.
2. To support the Chief and Deputy Chief Officers in the development and implementation of organisational policies and procedures.
3. Oversee the review and response, as required, to any marine licensing and consent consultations
4. To lead and oversee environmental surveys and monitoring projects relating to all aspects of the marine and estuarine environment including both quayside and offshore related activity.
5. To lead and oversee the collection, recording and interpretation of statistical data and evidence for reporting to the Authority in support of the delivery of all the functions of NEIFCA.
6. To keep updated on new developments within environmental research and to advise on the use of new technologies in order to optimise the management of the marine and estuarine environment.
7. To be familiar with best environmental practice and its application to the aims and objectives of the Authority and to be responsible for any such matters, reporting potential issues as appropriate to the Chief and Deputy Chief Officers.
8. To support all the Authority's marine and estuarine survey functions including the commissioning, deployment, use and maintenance of all marine survey equipment.
9. To represent the Chief and or Deputy Chief Officer on any regional groups, external meetings and events as required.
10. Lead or assist the Chief Officer with formal consultations relating to fisheries and environmental management in the District to provide responses on behalf of the Authority.
11. To deliver training to staff members as required.
12. The Authority would expect the post holder to be a team player, who communicates clearly and effectively. Proactive in supporting the team, sharing credit and promoting the team's reputation. You will be proactive when admitting own mistakes and taking the responsibility to put things right. You will motivate and enthuse others with a commitment to do the job well, taking responsibility for own actions and decisions.
13. To successfully complete a 12 month probationary process.

**General information:**

1. The above principal accountabilities are not exhaustive and may vary without changing the character of the job or level of responsibility.
2. The Health and Safety at Work Act, 1974, and other associated legislation, place responsibilities for health and safety of all employees. Therefore, it is the post holder's responsibility to take reasonable care for health and safety and general welfare for him/herself and for other employees in accordance with legislation.
3. The above duties may involve having access to information of a confidential nature which may be covered by the Data Protection Act 2018 and by Part 1 of Schedule 12A to the Local government Act, 1972. Confidentiality must be maintained at all times.
4. The post holder must maintain strict confidentiality at all times relating to the handling and disclosure of all data and information held by the Authority.
5. The post holder must not make any reference to the Authority, its members or its member Authorities or anyone employed by the Authority on any social media site unless express permission has been granted by the Clerk or Chairman.

Post holder's signature:

Date: