

Marine Institute Job Description

Position	Temporary Section Manager – Oceanographic & Climate Services
Contract	Temporary specified purpose contract for a duration of up to 60 months – providing Career Break & Project Cover
Service Group	Ocean Science and Information Services (OSIS)
Location	Marine Institute, Oranmore, Co. Galway, Ireland

Brief description of the Marine Institute:

The Marine Institute is a non-commercial semi-state body, which was formally established by statute (Marine Institute Act, 1991) in October 1992.

Under the Act, the Marine Institute was given the responsibility:

“to undertake, to co-ordinate, to promote and to assist in marine research and development and to provide such services related to marine research and development, that in the opinion of the Institute will promote economic development and create employment and protect the marine environment ”

The Marine Institute is the national agency responsible for marine research, technology, development and innovation (RTDI). The Marine Institute seeks to assess and realise the economic potential of Ireland’s 220 million acre marine resource; promote the sustainable development of marine industry through strategic funding programmes and scientific services; and safeguard the marine environment through research and environmental monitoring. The Institute works in conjunction with the Department of Agriculture, Food and Marine (DAFM) and a network of other Government Departments, semi-state agencies, national and international marine partners.

The vision of the Marine Institute is *“a thriving maritime economy in harmony with the ecosystem and supported by the delivery of excellence in our services ”*

In order to achieve this vision, the MI have six service areas; (1) Ocean Science and Information Services, (2) Marine Environment & Food Safety Services, (3) Fisheries Ecosystems Advisory Services, (4) Irish Maritime Development Office, (5) Office of the CEO and (6) Corporate Services.

The Marine Institute 3 Year Strategic Plan (2015 to 2018) is available on: http://www.marine.ie/Home/sites/default/files/MIFiles/Docs_Comms/MI%20Strategic%20Business%20Plan%20-%202015%20-%202018.pdf. A new Marine Institute five-year strategy is currently in preparation and will be launched in 2018.

Harnessing our Ocean Wealth (HOOW) is an Integrated Maritime Plan (IMP) for Ireland. HOOW sets out a roadmap for the Irish Government’s vision, high level goals and integrated actions across policy, governance and business to enable our marine potential to be realised. Goal 2 of HOOW focuses on healthy marine ecosystems and specifically; to protect and conserve our rich marine biodiversity and ecosystems; manage our living and non-living resources in harmony with the ecosystem; implement and comply with environmental legislation (see www.ouroceanwealth.ie).

Description of appropriate Service Group:

Ocean Science and Information Services (OSIS)

The mission of OSIS is “To provide scientific, operational and analytical support and services to strategic RTDI and statutory monitoring programmes (at national and international level) to promote and support the sustainable development of Ireland’s marine resources”

Ocean Science and Information Services incorporates:

- Information Services & Development
- Advanced Mapping Services
- Research Vessel Operations
- Oceanographic Services
- Research Infrastructures
- Galway Bay Test Site and Cabled Observatory

Oceanography in the Marine Institute

Oceanographic Services (OS) is responsible for the national ocean observing infrastructure including the national weather buoy and tide gauge networks, developing and using ocean forecast, hindcast and climate models, acquisition and quality assurance of Irish oceanographic data, servicing oceanographic data requests and providing a lead in the MI’s climate activities including the contribution to national climate coordination and marine climate policy support. In addition, OS supports various activities at the two SEAI wave energy test sites and the delivery of multiple EU funded oceanographic and climate research projects. The OS team will be central to expansion of oceanographic and climate capacity within the Marine Institute underpinning national monitoring programmes such as MSFD, ocean modelling and forecasting in support of national policy and sustainable marine development. These services will be further improved by expansion in research activity and participation in EU projects, programmes and fora driven by the EU Blue Growth and Atlantic strategy programmes. It is anticipated that the OS team will be expanded internally and that other MI capacity build initiatives will further augment activity in this area.

Summary of the Role:

The Section Manager will lead OS work with MI and other agencies and Higher Education Institutes at national and international level and work with colleagues and other partners as appropriate in supporting and developing new research and service-development projects funded through national, EU and other sources.

The Section Manager will lead the development and implementation of existing projects/programmes and identify and generate new R&D projects/programmes and related value-added activities. These areas of activity will strengthen the contribution of oceanographic and climate services to the delivery of monitoring and advisory services to Government and research activities contributing to addressing national resilience and societal grand challenges and underpinning the sustainable development and management of marine resources. The activities of OS will focus on two main areas; operational oceanographic services for Government and oceanographic and climate research underpinning service development.

The OS Section Manager will be required to assess stakeholder requirements for oceanographic and climate data and to define products, research and services that can meet these demands. The Manager will play a key role in the development and delivery of online services using oceanographic data including operational modelling services. He/she will also be responsible for working in partnership with staff across the Institute to deliver value-added products and services to a wide range of programmes.

The OS Section Manager will work across a broad range of disciplines and in partnership with a range of participants in the public and private sectors, to stimulate appropriate R&D initiatives and national resilience activities based on clearly defined needs.

Principal Tasks:

The OS Section Manager will be responsible for managing the team delivery of the following:

- Identification of requirements for oceanographic and climate data products and services. Collaboration with the Information Services and Development Team and other teams within the MI to ensure these products and services are delivered within the context of the Marine Institute Data policy.
- Management of oceanographic and climate Research Vessel programmes and data from the Celtic Explorer and Celtic Voyager and the provision of products and services.
- Scientific development and promoting utilisation by the research community of the National Weather Buoy and Tide Gauge Networks, deep water mooring and related data management activities and services.
- Lead and/or oversee a range of research programmes and activities in oceanography and climate contributing to national programmes and international collaborative programmes (H2020, Interreg and into Horizon Europe).
- Management and development of the National Equipment Pool in cooperation with the wider national and international scientific communities.
- Ensuring all oceanographic data requests are dealt with in a timely manner and are recorded appropriately.
- Collaboration with and advice to MI groups involved in the collection, quality control and assessment of oceanographic data and ensuring delivery to appropriate national and international data portals and aggregators.
- Collaboration with other national and international modelling groups to stimulate the development of appropriate models for Irish waters.
- Contribution to the scoping and policy support of national climate coordination activities including the GCOS National Committee, Climate Ireland Steering Committee and EPA Climate Call National Overview Committee.
- Networking at national and international level.
- Analysis of international R&D programmes and assessment of strategic opportunities to be pursued on the basis of prioritised requirements in line with MI strategic goals.
- Development of new scientific programmes with a view to ensuring that medium and longer-term oceanographic information requirements are addressed.
- Management of the 'Oceans in a Changing Climate' Research programme ensuring it delivers according to the Grant Agreement.
- Ensuring delivery of MI deliverables in OS led activities in EU projects and developing new

projects at national, EU and international level. This includes OS commitments to ICES, EuroGOOS and other fora.

- Providing expert input for relevant public communication and response to media enquiries.
- Collaboration with the INFOMAR team in the definition and development of value added products and services from INFOMAR data in collaboration with GSI and other partners.

The OS Section Manager will also have responsibility for the following:

- Preparation and monitoring of annual plans and budgets for the section.
- Driving forward the OS Strategy and implementation planning in line with wider MI strategic goals.
- Acting as chair of the Marine Institute Climate Change Coordination Group (MICCCG).
- Management of the Oceanographic Services Team.
- Input to staff development and PMDS.
- Management of external suppliers and consultants.

Reporting Structure:

The individual will report to the Director, Ocean Science and Information Services.

Contacts:

Within the Marine Institute:

Chief Executive Officer, OSIS Director, other Directors, Section Managers, MICCCG, Staff of the Institute.

Outside the Marine Institute:

External contacts including those in the oceanographic and climate research communities, Met Éireann, OPW, EPA, other partner agencies and Departments, and 3rd level research organisations. International contacts will include the EU Commission, European Networks (eg. EuroGoos etc.), NOAA, Oceanographic research centres, ICES, and Intergovernmental Oceanographic Commission.

Education, Professional or Technical Qualifications, Knowledge, Skills, Aptitudes, Experience, and Training

Essential:

- An honours degree in oceanography or a relevant scientific, engineering or numerical discipline.
- A minimum of 5 years' research leadership experience in oceanography, climate or related area
- Demonstrate some seagoing experience, ideally as chief scientist on ocean going research vessels, with the interest and ability to go to sea occasionally and medically fit to meet the requirements of an ENG II (Seafarer's) Medical.
- High level experience of stakeholder and policy engagement.
- Familiarity with marine data analytics and operational modelling.

- Proven experience in developing, delivery and management of EU projects (as coordinator or Work Package Leader).
- Effective communication skills both verbally and in writing – internally and externally at all levels including for a policy audience.
- Proven collaborative skills and experience including team working and wider project outreach and networking.
- The ability to work unsupervised and demonstrated ability to use initiative.
- Proven experience in the preparation and evaluation of high value tenders.
- Proven experience in financial management (in particular budgeting and reporting).
- At least five years' relevant work experience to include direct experience of people management, motivation, and development.
- Demonstrated project development, management and service delivery.
- Demonstrated ability to credibly liaise with key stakeholders e.g. industry, government. Departments and the research community both nationally and internationally.
- Performance oriented and the ability to work under pressure to deliver agreed targets.
- Experience of documenting technical specifications or online information.
- Higher level of experience in the use of Microsoft Word, Excel, PowerPoint.
- Experience of reviewing and evaluating scientific proposals and programmes.

Desirable:

- A PhD in oceanography or related area.
- Strong publication record.
- Experience of working in/leading multidisciplinary teams.
- Demonstrated public science communication experience.

Special personal attributes required for the position:

- An ability to work in an organised manner and progress work independently.
- Dynamic and reliable.
- Strong leadership qualities and willing to take responsibility for decisions.
- Self-sufficiency, while being a good team player.
- Willing to travel for international project meetings.
- Good interpersonal skills.
- Possess a diplomatic manner, with the ability to resolve issues before conflict occurs with stakeholders.
- Ability to effectively communicate results of teamwork in written and audio-visual formats.
- A commitment to environmental sustainability.

Salary:

Remuneration is in accordance with the Public Sector, Department of Finance approved Salary Scale for the Section Manager (Engineer I grade) with a starting salary of €69,931 per annum pro-rated with time worked. You will become a member of the Single Public Service Pension Scheme.

Annual Leave:

Annual leave entitlement for a Section Manager is 30 working days per annum pro-rated to reflect time worked. Annual leave entitlements are exclusive of Public Holidays. All leave must be approved in advance in line with Marine Institute leave policies, by your manager or their authorised representative.

Duration of Contract:

This temporary specified purpose contract of employment will run for a duration of up to 60 months to provide Career Break Cover. The successful candidate will be on probation for a period of 12 months.

How to Apply:

A detailed and recent C.V. together with a letter of application, summarising experience and skill sets applicable to the position should be emailed to recruitment@marine.ie or posted to Human Resources at the Marine Institute, Rinville, Oranmore, Galway. All correspondence for this post should quote reference **OSIS/SM-OS/Nov-2018**

Closing date for applications - All applications for this post should be received by the Marine Institute in advance of **12 noon on Monday December 10th 2018**. Please note that late applications will not be accepted.

Use of Data - all personal data and the information submitted for this application will be used solely for the purpose of this campaign, after which it will be deleted in line with our data and documents policy. All information will be treated with the strictest confidence and accessed only by those involved directly in the campaign.

The Marine Institute is an equal opportunities employer