

Marine Institute Job Description

Position	Higher Executive Officer (HEO) - Data Coordination for Sentinel Sites
Grade & Contract	HEO - Temporary Specified Purpose Contract of Employment up to 31st August 2027 - EMFAF Funded
Service Group	Ocean Climate and Information Services (OCIS)
Location	Rinville, Oranmore, Co. Galway (Noting that the Marine Institute has introduced a Blended Working Policy, which you may be able to apply for in due course in line with the Policy)

Who will you work with and what will the role involve?

You will work within the Oceanographic & Climate Services (OCS) team at the Marine Institute on the EMFF funded project - Establish and run sentinel observing sites for essential ocean variables in Irish Coastal waters.

The project aims to instrument and run long-term monitoring sites for an array of physical, chemical and biological essential ocean variables at Mace Head and Lehanagh Pool, Co. Galway and Newport catchment, Co. Mayo. These sites will examine changes in plankton ecology, nutrient, dissolved oxygen and carbon inputs and physical oceanographic conditions (currents, temperature, salinity) to underpin the evidence base for marine climate policy. This includes the sectoral climate adaptation plan for Ireland's seafood sector.

The sites are currently at varying degrees of readiness in terms of automation of data collection, implementation of standards and archival of data for end-users.

The objectives of this project are to:

- Upgrade existing monitoring capabilities at these sites through the purchase of new instrumentation.
- Develop and implement standard operating procedures and processes for the collection, retrieval and analysis of essential ocean variables.
- Provide field technical support to each of the sites to ensure their smooth continued operation.
- Working with the data and digital services project on EOVs, process and archive all climate data from the sentinel sites for end-users.
- Ensure data are available publicly to policy makers and wider end-users of marine climate data.

This project will ensure that up-to-date marine climate data are available to help fulfil national and European climate policies, including the Climate Action Plan and the National Marine Planning Framework (NMPF). It will improve marine knowledge about the impacts of climate change will support decision making by building capacity.

Improved coordination of climate knowledge also contributes to integrated delivery of Ireland's

Marine legislative obligations such as the CFP, National Marine Planning Framework, Habitats Directive, Birds Directive, Water Framework Directive and Marine Strategy Framework Directive. It also increasing data quality and sharing through national and international data portals

What will you be doing every day?

Principal Tasks:

The successful candidate will specifically take responsibility of the following tasks:

- Establish a data quality management framework for climate data (essential ocean variables) in the Marine Institute.
- Coordinate the collection of user requirements for climate data and information.
- Define technical service delivery requirements with the programme managers and IS&D.
- Identify sources of internal and external data required to support MI climate activity.
- Support the adoption of data management best practice including the IODE-accredited data management quality framework.
- Participate in relevant national and international working groups and meetings to support collation, collection and analysis of spatial data.
- Ensure data compatibility with other EU member states and enhance data quality to support evidence-based decision making.
- Contribute to increased cooperation, research collaboration and information sharing at national, EU and international level.

What do you need to have done to apply for this role? (Education, Professional or Technical Qualifications, Knowledge, Skills, Aptitudes, Experience and Training)

Essential / Important:

- A relevant educational qualification in Science, Business, Engineering or another related field
- High levels of I.T. skills to include Microsoft Office.
- Demonstrated experience in the management, quality assessment, processing and quantitative analysis of environmental datasets with an ability to utilise problem solving techniques.
- Proven scientific/technical report and/or scientific paper writing skills.
- The ability to work unsupervised and to work well with others when planning, organizing and coordinating work assignments.

Ideally nice to have / Desirable:

- Degree in Science, Business, Engineering or another related field from an accredited college or university.
- Demonstrated experience using marine and/or climate datasets and data products.
- High level of proficiency of a relevant programming language.
- Experience of data catalogues, metadata and making data discoverable through online services.
- Database skills, preferably in MS SQL Server or similar enterprise-scale DBMS.
- Demonstrated understanding of environmental and/or climate change indicators.
- Demonstrated experience in statistical or dynamical modelling.
- Experience of developing and delivering scientific advice to clients.
- Proven ability to develop end-user data products that are useful for ocean health and/or climate change assessments.
- Demonstrated experience in obtaining funding for collaborative research.

What else do you need to know? (Special personal attributes required for the role)

- Demonstrates energy, dynamism reliability and a positive attitude.
- Demonstrated analytical skills and the ability to review and disseminate high volumes of data and information in a timely manner.
- Takes ownership of tasks and is determined to see them through to a conclusion.
- An ability to work in an organised manner and progress work independently, managing time effectively to deliver multiple outputs on time.
- A collaborative and open approach to project and programme success.
- The ability to remain focused when multiple important deadlines coincide.
- Solutions orientated with excellent initiative and problem solving skills.
- Self-sufficiency, while being a good team player.
- Excellent interpersonal skills.
- Possesses sound, balanced judgement and strong analytical abilities.
- Ability to effectively communicate in written and audio-visual formats.
- Strong leadership qualities.

Description of Service Group: Ocean, Climate & Information Services (OCIS) – The wider team

The mission of OCIS 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, Climate & Information Services incorporates:

- Information Services & Development
- Advanced Mapping Services
- Research Vessel Operations
- Oceanographic & Climate Services
- Marine Research Infrastructures

Oceanographic and Climate Services (OCIS)

The Oceanographic & Climate Services team within OCIS is responsible for the delivery of scientific services to users based on oceanographic data in a wide variety of fields including fisheries, marine environment, aquaculture, search and rescue, tourism and leisure among others. The group is the primary user of both ocean observations and model forecasts and projections in Ireland. The group is comprised of physical oceanographers, ocean modellers, plankton ecologists, project managers and administrators. The group also works with users of climate services in government departments and local authorities, assisting them in their preparedness for climate adaptation.

The Oceanographic & Climate Services team also work on various EU projects including the EuroSEA H2020 flagship project on ocean observing and forecasting, CleanAtlantic, iFado and CE2COAST and is active in the International Council for the Exploration of the Seas (ICES), EuroGOOS, Copernicus, GO-SHIP and the Joint Programming initiatives for Oceans and Climate. We maintain a strong international collaborative network in oceanographic science.

Who Will You Report to / Who will Manage and Support You?:

The successful candidate will report to the Section Manager of Oceanographic & Climate Services in

OCIS.

What we offer

We value our staff, and we value their contribution to the work of the Marine Institute. In return for this, we provide benefits that promote a healthy work-life balance and which we hope will help them to develop professionally. These include personal and career development, work/life balance policies, an employee assistance programme, “Bike to Work” Scheme, staff medicals and annual flu vaccination.

Contacts:

Within the Marine Institute:

Team members within OCIS, Section Manager of Oceanographic & Climate Services (OCS), Director of OCIS, Data Services Team, other Sections Managers, Team Leaders, Scientific and Technical Officers, and Postdoctoral Researchers across Marine Institute Service Groups.

External:

Regular liaison with the project funder (DAFM), other stakeholders and collaborators in the area of ocean modelling nationally and internationally.

Salary:

Remuneration is in accordance with the Public Sector, Department of Finance approved Salary Scale for Higher Executive Officer which runs from €53,955- €67,951 on a full time basis per annum prorated with time worked. You will become a member of the Single Public Service Pension Scheme unless you are currently or have worked in the Public Sector in the past 6 months or are a member of another Public Sector Scheme.

Annual Leave:

Annual leave entitlement for a Higher Executive Officer is 29 days per annum. Annual leave entitlements are exclusive of Public Holidays and are managed using the Time & Leave Management System in Place in the organisation. All leave must be approved by your manager or their authorised representative; in advance of being taken and in line with Marine Institute leave policies.

Duration of Contract:

The contract will be issued on a temporary specified purpose basis for a duration up to 31st August 2027 / or for a duration of 4 years, subject to continued funding. The successful candidate will be on probation for the first 6 months of this contract.

Who is 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.

Our Vision - *The Marine Institute is a national and international leader in ocean knowledge that benefits people, policy and planet.*

Our Mission - *The Marine Institute provides scientific, research and development services to government, agencies, industry and society that support the sustainable use of our maritime area, the protection and restoration of marine ecosystems, and promote a shared understanding of the ocean.*

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

The Marine Institute 5 Year Strategic Plan (2023 to 2027) is available at:

<https://oar.marine.ie/handle/10793/1861>

How to Apply:

A C.V. and letter of application, summarising experience and skill set 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 **EMFAF/OCIS/HEO/SENT/SEP23**

Closing date for Applications:

All applications for this post should be received by the Marine Institute in advance of **12 noon, 4th October 2023**. Unfortunately, late applications cannot 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 General Data Protection Regulation Policy and data retention schedule. All information will be treated with the strictest confidence and accessed only by those involved directly in the campaign.

The Marine Institute is an organisation that champions Diversity, Inclusion & Equality for all. We encourage and welcome applications from anyone interested in this role.

Please do advise if there are any special accommodations required for the recruitment process.

We are here to help you access opportunities with us.