



## Job Description: IFCA Officer

---

<b>Job Title:</b>	<b>IFCA Officer</b>
<b>Location:</b>	<b>Brightlingsea, Essex</b>
<b>Grade:</b>	<b>Career Grade: Entry KR7 exit KR8 starting at bottom of pay scale (£23,512 to £30,657) + 10% anti social uplift</b>
<b>Responsible to:</b>	<b>Assistant Inshore Fisheries and Conservation Officer</b>

### Purpose of the Job:

The role covers duties both on land and at sea, working as part of a small team on a survey/patrol vessel as a member of the crew, undertaking boarding operations from a RIB and undertaking shore based enforcement of fisheries legislation, as well as assisting with surveys and project work, replying to consultations, liaising with marine agencies and attending meetings. These duties would be carried out across both Kent and Essex, as well as occasionally outside the district.

### Main duties and responsibilities:

1. To undertake the duties of an IFCA Officer, in particular the enforcement of fisheries conservation measures. This will involve routine sea-based and shore-based inspections.
2. To undertake the duties of crew on the Authority's Fisheries Patrol/Survey Vessels and help maintain the vessels in good working order.
3. To assist in the launching and operation of the Rigid Inflatable Boat (RIB) and take part in the boarding of fishing vessels at sea, under the instructions of the Skipper of the vessel.
4. Under the direction of the Lead Compliance Officer to assist with the planning of patrol activity and enforcement planning on both shore and sea.
5. To liaise with the fishing industry and other key stakeholders, regarding fisheries/conservation management and associated issues and, where necessary, write reports regarding the outcome of consultation.

6. Under the direction of the Lead Scientific and Conservation Officer to assist with the compilation of survey reports, habitat assessments and research projects, set up spreadsheets and databases to assist in assessment of data, construct distribution charts and draw conclusions.
7. To assist with the planning and undertaking of stock surveys, habitat assessments and research projects.
8. To respond to enquiries and prepare correspondence.
9. To attend, on request, meetings with other bodies as a representative of the Chief IFC Officer or Authority.
10. Undertake such tasks that the Chief IFC Officer or Authority may require.

## Person Specification: IFCA Officer

CRITERIA	ESSENTIAL	DESIRABLE
<b>Qualifications</b>	<p>GCSE- grade 5 or above in English and Mathematics (or equivalent)</p> <p>Current Full UK Driving License</p> <p>.</p>	<p>RYA Advanced Powerboat</p> <p>Seamanship qualifications such as first aid, sea survival, VHF license etc.</p> <p>Degree in relevant subject or equivalent experience</p>
<b>Experience</b>	<p>Experience as crew on a seagoing vessel</p> <p>Experience of working as part of a team</p> <p>Experience in writing reports</p> <p>Experience of handling confrontational situations</p> <p>Experience in dealing with members of the public</p>	<p>Proven experience in handling small boats</p> <p>Experience of enforcement</p> <p>Experience in sea fisheries or resource management</p> <p>Experience in preparing and giving presentations</p>
<b>Knowledge</b>	<p>Knowledge of fisheries management</p> <p>Knowledge of the fishing industry</p> <p>Knowledge of fishing techniques</p> <p>Knowledge of marine conservation issues</p>	<p>Specialist knowledge of marine issues, fishing industry.</p> <p>Good knowledge of Seamanship</p> <p>Basic mechanical knowledge</p> <p>Knowledge of enforcement of conservation regulations</p>
<b>Skills &amp; Abilities</b>	<p>IT literate with good level of competence in operating MS Office</p> <p>Experience of writing reports and communication via correspondence</p> <p>Ability to communicate at all levels.</p>	<p>Advanced IT skills</p> <p>Project management skills</p>
<b>Personal Attributes</b>	<p>Methodical, flexible and self-motivated and discrete.</p> <p>Physically fit - needs to pass Seaman's medical (ENG 1).</p> <p>Flexible attitude to working routine as well as regular weekend and unsociable hours as required. Work load is dictated according to schedules and timing (tides etc.)</p>	