



Marine
Management
Organisation



Candidate Pack

Senior Marine Officer (North West)

...ambitious for our seas and coasts





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Our Vision

**A prosperous
future for our
seas, coasts and
communities**

“We must protect and enhance nature and our seas and use them wisely for the benefit of society and the economy – we need to deliver win-win outcomes, with a thriving environment supporting a thriving economy”

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Our Mission

As England's marine manager, we protect and develop our seas, coasts and communities for the benefit of generations to come

"As our name says – we are here to manage our marine environment and we want to manage it well for the future"

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Welcome

The Marine Management Organisation (MMO) is an executive non-departmental public body of the [Department for Environment, Food and Rural Affairs](#).

We are the independent regulator for England's seas, professionally delivering service-focussed outcomes for our customers. We have reframed each of our services to signal our commitment to service-focus and outcomes:

- Enabling sustainable marine development
- Delivering sustainable fishing opportunities
- Protecting marine habitats and wildlife
- Administering marine support funds
- Providing regulatory support and assurance
- Supporting global marine protection

More information about our work is on the [gov.uk website](#).



"The Marine Management Organisation delivers professional, expert, valued services and support for our marine environment and for those who use it.

We are committed to being a top place to work – focussed on colleague engagement and respect; shared values; personal wellbeing; individual and collective diversity; and professional personal development."

Tom McCormack, CEO

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MMO Values

Our expectation is that everyone will live by them and will hold each other accountable for doing so.

- **Inclusive:** we promote an inclusive environment that allows everyone to be their best. We promote and support wellbeing, diversity and equality of opportunity for all.
- **Innovative:** we look for better ways, being innovative in our thinking in order to adapt how we use our resources to do the best we can for our customers.
- **Accountable:** we take ownership of issues and make confident decisions which are informed by robust evidence. We are honest, transparent and fair.
- **Engaging:** we are collaborative, working as one organisation with each other and our stakeholders to get the job done.

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About the Job

Job Title: Senior Marine Officer (North West)

Grade: HEO

Location: Preston or Whitehaven

Salary: £29,179 pa

The primary role of a Senior Marine Officer (SMO) is to manage a team of Marine Officers (MOs) based in one of the MMO's six coastal teams. They will work with our stakeholders to ensure compliance with a raft of marine environmental legislation.

Managing a team of MOs, working closely with marine stakeholders, carrying out inspections, collecting data and information and giving advice and guidance. This is a varied role and will involve both desk work and work outside of the office. In addition to the shore-based aspects of this role, you may have opportunity to spend some periods of time conducting inspections of fishing vessels at sea as part of a boarding team based on a fisheries patrol vessel.

You will be responsible for the planning of inspection, monitoring and enforcement activities using risk profiles, intelligence, and the MMO's Compliance Enforcement Strategy. You will be required to undertake practical enforcement action including conducting investigations, compiling case files and attending court when required.

You will be required to work closely with other agencies and teams including teams from across the MMO, Inshore Fisheries and Conservation Authorities, The Royal Navy, UK Border Force and partners in the Joint Maritime Operations Coordination Centre and National Maritime Intelligence Centre.

You will be required to have both local, national and international situational awareness and be able to promote the MMO's interests and priorities amongst other marine stakeholders. Due to the activities of our stakeholders, there is sometimes a need to work out of office and unsociable hours including weekends, for which you will be appropriately recompensed.

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Main Duties and Accountabilities

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Ensure a high level of compliance with the provisions of legislation made under both international and national marine and fisheries regulations including the Marine and Coastal Access Act 2009, fisheries technical and control regulations and marine nature conservation regulations.

Using risk-based approaches, intelligence systems, and the Compliance and Enforcement Strategy to establish enforcement routines, which target high risk areas, to regulate marine environmental and fisheries legislation. Plan and set team objectives for the inspection and monitoring of vessels, vehicles and premises associated with fishing activity, and projects and sites to which the MMO has granted marine licences.

Line management responsibility for MOs within local teams. The SMO is required to ensure that the team is fully integrated and workloads and performance are being managed effectively.

Responsible for the day-to-day running of the local offices. In liaison with the Principal Marine Officer, handle matters relating to accommodation, ensure teams work within agreed budget profiles, manage staff issues, emergency procedures and customer service provisions.

Oversee all health and safety issues, be proactive in ensuring that personal protective equipment is used / worn appropriately and potential hazards are addressed. Report incidents in accordance with MMO Health and Safety policies.

Provision of technical advice to MMO senior managers, Defra policy colleagues and external stakeholders on fisheries, marine legislation and other marine matters.

Input into impact assessments on marine proposals. Provide advice and guidance on marine environmental, fisheries and enforcement issues. Plan and coordinates liaison meetings with the industry when required.

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Essential Criteria

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- Ability to communicate effectively with a wide range of people in a range of ways.
- Ability to interpret legal rules/regulations and apply them to a range of practical situations/solutions.
- Capacity to work through complex processes and resolve issues to a satisfactory conclusion.
- Ability to plan, prioritise and control workload and deliver results to agreed timescales.
- Ability to meet challenging physical environmental conditions.
- Computer literate.
- Willingness to work unsocial hours on occasions in line with industry requirements.
- These duties will demand regular travel throughout the MMO Team area and the post holder should hold a valid UK driving licence. The role may also involve occasional working away from home.

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Desirable Criteria

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- Enthusiasm for and knowledge of the marine environment.
- Experience of working in a marine-based role and / or in a regulatory role.
- Experience in successfully dealing with confrontational situations.
- Experience of managing a team, in particular one with multiple, sometimes competing priorities, and one that is geographically-dispersed.
- This job requires the successful candidate to be capable of undertaking the full range of enforcement duties as a warranted Marine Enforcement Officer. However, if not already warranted, training will be provided.

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Competency Profile

**Job Title: Senior
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The demonstrable [Civil Service Core Competencies](#) for this role are:

- Making Effective Decisions
- Leading and Communicating
- Managing a Quality Service
- Changing and Improving

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How to apply

All of our jobs are advertised on the [Civil Service Jobs website](#).

You must download and complete a copy of the MMO CV Template as part of your application. This should then be attached to your application.

Please note: Your application will not be sifted if you do not use the standard MMO CV Template.

Once the vacancy has closed, you will be emailed a unique link to enable you to complete the Civil Service Judgement Test (CSJT). You will have five days to complete the test. The CSJT is an online situational judgement test. It measures your ability to demonstrate specific behaviours underpinning the Civil Service Competency Framework (CSCF) that are relevant for the job you are applying for.

Sift

Applications will be sifted using your CSJT score, and your CV, to establish whether you meet the essential criteria.

Please note: Feedback will not be given at sift stage.

Interviews

Once sifted, successful applicants will be invited to attend a video conferenced interview.

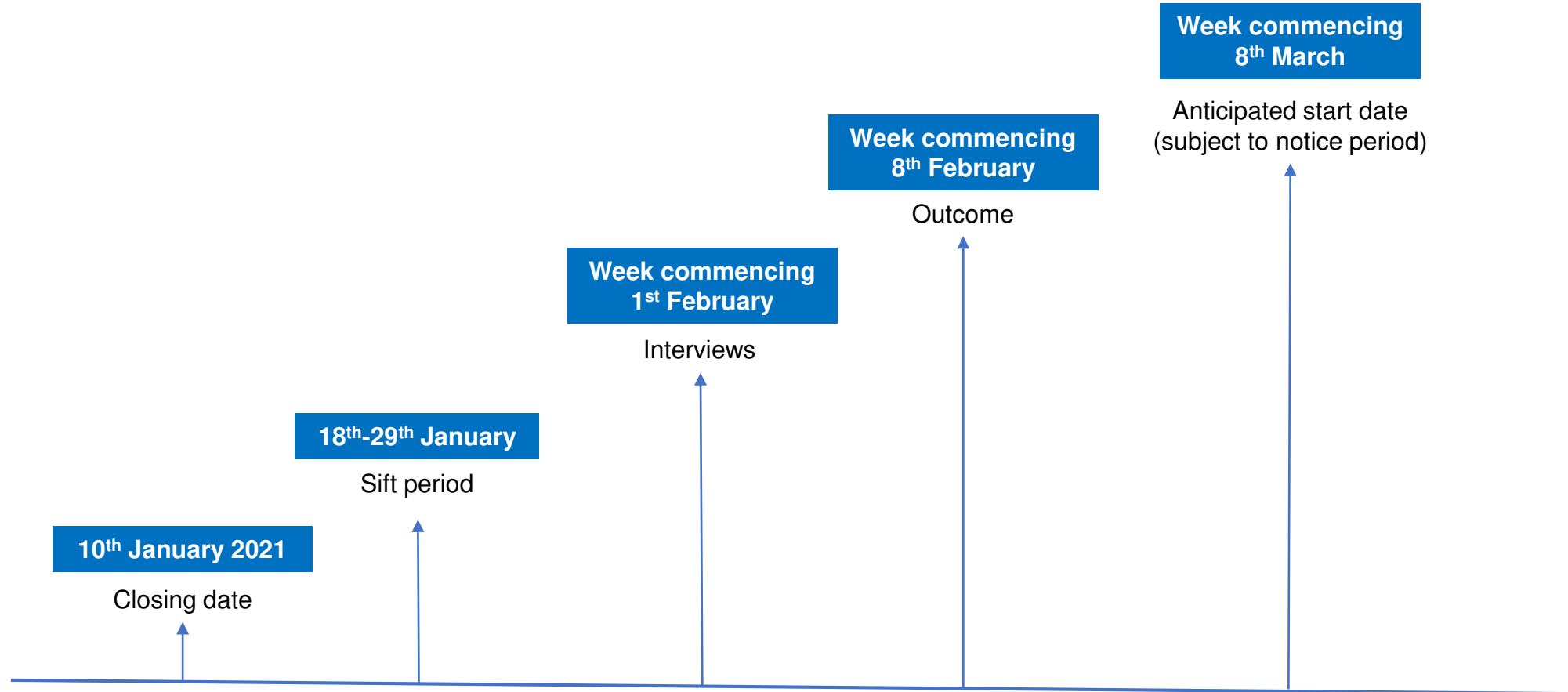
Further Information

If you have any questions about applying for this role please contact Mark Taylor, Principal Marine Officer (North West)
Email: mark.taylor@marinemanagement.org.uk

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Indicative Timeframe

Please note these dates are only indicative at this stage and could be subject to change.



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Appointment Type: Permanent.

Location: Preston or Whitehaven

Working Arrangements: Full-time.

With competitive maternity, paternity and parental leave we also recognise the importance of a good work-life balance and offer flexible working and a family friendly approach to work.

Salary Range: New entrants to the MMO will start on the salary band minimum; the salary band for the HEO grade of this post is £29,179-£34,325. Candidates applying from other government departments for a role at their current substantive grade may have their salary matched providing it falls within the MMO's HEO pay band.

Candidates applying from other government departments on promotion will start on the band minimum.

There is no pay progression within the bands.

Pension:

Your pension is a valuable part of your total reward package where:

- The employer makes a significant contribution to the cost of your pension.
- Your contributions come out of your salary before any tax is taken. This means, if you pay tax, your take-home pay will not be reduced by the full amount of your contribution; and
- Your pension will continue to provide valuable benefits for you and your family if you are too ill to continue to work or die before you retire. For more information, visit www.civilservicepensionscheme.org.uk.

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Leave Allowance:

30 days (pro-rated for part-time staff), ten and a half days public and privilege holidays and flexible working.

Training and Development:

We are committed to investing in our staff and offer a range of work-based training and qualifications, coaching and mentoring opportunities and a guaranteed five days of learning a year.

Other Benefits:

- Defra discount scheme
- Three days paid volunteering per year
- Sick pay
- Special leave
- Salary advances
- Interest free season ticket and bicycle loans
- Employee Assistance Programme
- Eye care
- Trade Unions
- Cycle to work scheme

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Eligibility:

This post is advertised to suitably qualified people in the external market, and to existing Civil Servants and those in accredited non-departmental public bodies.

Nationality:

All jobs listed in our current vacancies are open to:

- EC nationals
- Members of the Commonwealth, European Economic Area (EEA) and certain non-EEA family members
- Candidates from the Commonwealth must be free from any restrictions to reside and take up employment in the UK.

As part of our selection process, successful candidates will be asked to provide, in confidence, evidence of entitlement to work in the UK and to provide references for your character and health. We will usually ask for documentary evidence of your nationality and other personal details to enable us to start taking up references, health and security clearance checks. We will tell you what you need to bring with you if you are invited to attend an interview.

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Security Clearance:

Pre-employment checks will be undertaken in accordance with the HM Government Baseline Personnel Security Standard (BPSS). The BPSS comprises verification of four main elements:

- identity
- employment history for the last three years
- nationality and immigration status, including the right to work
- criminal records check for unspent convictions also known as a Disclosure and Barring Service (DBS) checks.

Additionally, successful candidates are required to give a reasonable account of any significant periods (six months or more in the past three years) of time spent abroad.

The DBS checks are designed to provide clarity on any unspent convictions and therefore the provisions of the Rehabilitation of Offenders Act (1974) apply.

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Equality and Diversity

The MMO is committed to being an equal opportunities employer. We value and welcome diversity. We aim to develop all our staff to enable them to make a full contribution to meeting the Department's objectives, and to fulfil their own potential on merit. We will not tolerate harassment or other unfair discrimination on grounds of sex, marital status, race, colour, nationality, ethnic origin, disability, age, religion or sexual orientation. We will promote and support the use of a range of flexible working patterns to enable staff to balance home and work responsibilities; and we will treat people fairly irrespective of their working arrangements.

Under the terms of the Equality Act 2010, we are legally required to consider making reasonable adjustments to ensure that disabled people are not disadvantaged in the recruitment and selection process. We are therefore committed to meeting, wherever possible, any needs you specify in your application. We will also consider any reasonable adjustments under the terms of the Act to enable any applicant with a disability (as defined under the Act) to meet the requirements of the post.

We offer a Guaranteed Interview Scheme for people with disabilities (as defined by the Equality Act 2010) who meet the minimum criteria for appointment.

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Good luck with your application

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