

## **Association of Inshore Fisheries and Conservation Authorities**



### **CHIEF OFFICER**

**Salary:** £50,339 to £55,567

**Hours:** 37 hours per week

The Association of IFCAs (AIFCA), which represents the ten Inshore Fisheries and Conservation Authorities in England, is seeking an experienced individual to fill the above position and lead and manage the organisation to deliver strategic priorities and strengthen relationships with partner organisations.

Applicants must have a minimum of degree qualification (or equivalent) in an appropriate discipline and experience in a similar role. Strong IT skills are essential.

#### **About the role:**

- This is a varied and challenging role, but for the right individual an exciting one, during what is a transformational period in the management of fisheries resources in the UK and a key task will be to advocate effectively on behalf of the IFCAs to promote our nationally important work to a wide audience and maximise our impact on emerging policy.
- You will act as the IFCA's national representative across a range of different groups and fora including Defra and other statutory bodies and NGOs and continue to build effective relationships with a wide variety of interests in fisheries and marine environmental management.
- Coordination and communication of collective IFCA responses to national policy consultations, where possible, is a key function of this role.
- You will be responsible for the management of the organisation's budget and for the development and delivery of its annual planning cycle. This includes the organisation and facilitation of Quarterly Meetings of both the members' forum and board of directors.
- Reporting to the Association Chairman and working closely with the Board of directors, you will formulate corporate policy, explore and drive initiatives, ensure effective internal communication, co-operation and coordination within the Association and facilitate the achievement of the Association's objectives, strategies and statutory duties.
- It is envisaged that in due course you will be responsible for the line management of a part time administrator.

This is a full time, permanent, home-based role and there will be a requirement for frequent travel, predominantly to London.

#### **You will be:**

- Highly motivated and someone who sees the use of their initiative as a key to the success of their organisation.
- Someone with excellent organisational and interpersonal skills, with the ability to communicate clearly to a wide range of audiences.
- Experienced in effective representation and advocacy at a senior level.
- Able to work effectively from a home base with remote line management, the necessary degree of self-motivation and with the experience and judgement to use your own initiative where required.

#### **You will have:**

- A minimum (or the equivalent) of an undergraduate degree qualification (or to a higher level) in an appropriate discipline.

- Significant experience at developing and maintaining effective partnerships, as well as representation and advocacy at senior levels and strategic and operational management of a team.
- Knowledge of fisheries and marine environmental issues.
- Good report writing and oral presentation skills.
- The commitment and energy to set high standards and deliver measurable results in a complex and demanding environment.

The Application Form and Job Description for this position can be found on the NIFCA website at [www.nifca.gov.uk/vacancies](http://www.nifca.gov.uk/vacancies). Enquiries regarding the role should be sent to [nifca@nifca.gov.uk](mailto:nifca@nifca.gov.uk) or telephone the NIFCA office 01670 797676.

Closing date for applications is midnight on **Tuesday 31<sup>st</sup> March 2020**.

Interviews will be held at a location in central London or via Skype if circumstances necessitate in the second half of April 2020 with a view to start as soon as possible.