

Job Title: Marine Biodiversity Officer

Overall purpose of the job:

Taking the lead on the delivery and development of HWDT's boat-based Cetacean Research Programme, responsible for the training of programme volunteers, collection of high quality data, and associated data management, analysis and dissemination tasks.

Main objectives:

1. Deliver the Trust's seasonal boat-based Cetacean Research Programme.
2. Take the lead on the development of the Trust's data management and scientific protocols.
3. Champion the use of HWDT data with government agencies, statutory nature conservation organisations and international NGOs.

Key tasks and responsibilities:

Cetacean Research Programme

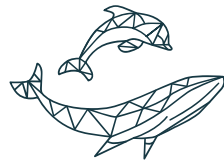
- Ensure the correct collection and storage of survey data on board Silurian during 7-12 day monitoring trips from April to October each year.
- Train and supervise volunteers in visual and acoustic marine mammal survey techniques.
- Maintain on board science equipment (computer hardware and software, cameras, towed hydrophone/ PAMGUARD), coordinating repairs, loan agreements and purchasing.
- Train and support HWDT staff to cover during relief trips.
- Maintain and manage the vessel to a clean standard, jointly with all crew and volunteers.
- As part of the crew participate fully in the domestic and social aspects of the survey.
- Work with all staff on board to capture photos and video to promote surveys via social media.
- Represent the Trust in a positive way at all times.

Data Management

- Develop and maintain an accessible database of error corrected acoustic and visual data.
- Manage data requests and develop robust data sharing agreements for these purposes.
- Liaise with relevant government agencies, statutory bodies and NGOs to champion and encourage the use of HWDT data to inform policy and management decisions in Scotland.
- Work with science team to develop and maintain robust standardised data collection protocols.
- Contribute to the development of the science, research and conservation strategy through the delivery of discrete projects, commissioned research, analysis and publications.

Finance, reporting and administration:

- Manage the Silurian research equipment budget against targets, decide on appropriate expenditure to meet objectives, manage day-to-day procurement, including selecting appropriate suppliers.
- Work with the Media and Communications Officer to provide content for website news articles, press releases, social media updates and represent HWDT in radio and TV interviews.
- Review budgets and agree work plans with line manager on a monthly basis.



- Produce reports for internal and external sources (funders and Board).
- Assist with the preparation of funding applications to support the delivery of the science strategy.

TERMS OF EMPLOYMENT

Salary: £20,000 per annum.

Contract: This is a 3 year fixed-term contract. The position is subject to satisfactory performance during the initial three-month probationary period.

Pension: You are given the option to enrol into HWDT's work-placed pension scheme.

Hours of work: This is a full time (37 hours per week), year round role. You will be required to work hours necessary to fulfil the core requirements of the post when aboard Silurian, for which time off in lieu will be granted. There will be no payment of overtime.

Annual Leave: Annual holiday entitlement is 34 days pro rata (inclusive of 9 public holidays).

Place of work: HWDT is based on the Isle of Mull, and the Biodiversity Officer will work both from its offices in Tobermory and on the 60ft motor sailor, Silurian. Approximately 60% of work time will be conducted on Silurian. This will involve living on board with three other crew members and six paying volunteers at close quarters for up to 12 days at a time. Travel to departure points in Tobermory, Kyle of Lochalsh and Ullapool will be required. Expenses are payable and a valid UK driving licence is preferred.

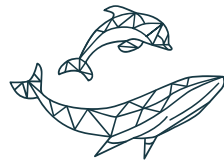
Application procedure: Send a CV, Covering Letter and two references to: info@hwdt.org or post to HWDT, 28 Main Street, Tobermory, Isle of Mull, PA75 6NU. Enquires can also be made to Alison Lomax at 01688 302620.

Further information about Silurian and the work of the Trust can be found at www.hwdt.org.

Closing date for applications: 5pm on 5th February 2018, interviews will take place at the HWDT offices in Tobermory, Isle of Mull w/c 19th February.

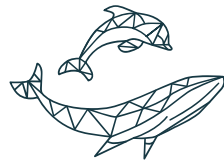
Please note the successful candidate will be required to start by 19th March 2018.

Please note: candidates will only be contacted if short-listed.



PERSON SPECIFICATION

Job Title: Marine Biodiversity Officer		Employer: Hebridean Whale & Dolphin Trust
Key Criteria	Essential	Desirable
Qualifications and Training	<p>Degree in a scientific or environmental discipline.</p> <p>Medical certificate (i.e. ML5 or ENG1).</p> <p>PVG certificate.</p>	<p>A postgraduate degree in marine science or cetacean science.</p> <p>Full UK driving licence.</p>
Work Experience	<p>A minimum of 2 years' experience of delivering citizen science research projects.</p> <p>Proven experience of volunteer management.</p> <p>Demonstrable experience in developing training material and delivering training.</p> <p>Offshore sailing/boating experience (formal qualifications are not necessary).</p>	<p>Fundraising at organisational or project level.</p>
Knowledge, Skills and Abilities	<p>Extensive knowledge and experience of marine mammal survey techniques, including visual and acoustic methods.</p> <p>Excellent communication and networking skills both written and oral.</p> <p>A strong ability in relationship building and partnership management.</p> <p>Self-motivated, organised and self-reliant.</p>	<p>Familiarity with the Scottish west coast islands, marine environment and an understanding of Hebridean communities, culture and heritage.</p> <p>Knowledge of Scottish nature conservation legislation.</p>



<p>Technical Skills</p>	<p>Knowledge of and experience using IFAW LOGGER and PAM software (e.g. PAMGUARD).</p> <p>Demonstrable experience in working with databases (Access, SQL and Discovery), mapping programs (QGIS), and image processing software.</p> <p>Report writing for a variety of audiences.</p>	<p>Understanding of scientific electrical equipment, particularly hydrophones.</p> <p>Experience in acoustic analysis, Photo-ID analysis, modelling, and statistical analysis.</p> <p>Experience of scientific publishing.</p>
<p>Job Circumstances</p>	<p>Excellent interpersonal skills and ability to work in a small team, independently and remotely where necessary.</p> <p>Enthusiasm for working with a wide variety of people, of all ages and backgrounds.</p> <p>Ability to live and work alongside others, in shared cabin for extended periods of time.</p> <p>Comfortable working offshore for up to two-weeks at a time.</p>	<p>Working for an environmental NGO or small charity.</p> <p>Experience working on grant funded projects.</p>