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| **Job Title:** | Senior Advisor, Offshore Renewable Energy Programme |
| **Directorate:** | Operations |
| **Team:** | Area Marine Advice and Management team, Marine Service |
| **Location:** | Flexible |
| **Post Number:** | 202438 |
| **Grade:** | 6 |
| **Reports To:** | Area Marine Advice and Management Team Leader |
| **Direct Reports:** | 0 |
| **Welsh Language Requirements:** | One team member must be Level 4 others can be a lower Level. |
| **Job Purpose:** | Provision of specialist marine technical advice into the Offshore Renewable Energy Programme and sustainable management of marine protected areas (MPAs) and other marine areas of Wales. Lead on/coordinate the provision of marine advice with respect to offshore renewable energy developments across Welsh waters. Build external partnership and work collaboratively internally and externally to promote evidence and a natural resource management and ecosystem services approach. |
| **Key Job Accountabilities:** | Lead on and /or coordinate provision of expert technical marine advice on offshore renewable energy developments in Welsh waters, with advice as required from All Wales Advice Team and Marine Monitoring, Assessment and Reporting Team. Includes complex high-profile proposals and NSIPS/ DNS.  Expert witness role in public inquiries and similar fora as required.  Quality assure, interpret and advise on external and internal reports/ assessments.  Develop and maintain effective stakeholder relationships and engagement, including liaison and partnership working in particular with respect to marine protected areas.  Influence and contribute to the development and delivery of NRW Marine Service Plan and Marine Programme, and other relevant NRW policy, strategy and process, working collaboratively with EPP colleagues.  Provide expert technical and operational advice to the development of corporate standards/ process and guidance.  Marine pollution incident response and preparedness.  Mentor and coach other members of the team and colleagues as required.  Contribute to the development and subsequent implementation of casework guidance.  Contribute technical advice into enforcement cases, both internal and with Welsh Government regarding marine licenses. |
| **Key Job Qualifications or Knowledge:** | Substantial marine technical skills and experience.  Significant knowledge of marine legislative requirements particularly marine conservation.  Good knowledge and experience of marine monitoring and analysis methods.  Substantial knowledge and experience of marine casework.    Good marine evidence analysis and interpretation skills, report critiquing and writing skills.  Good understanding of the marine and coastal development sector.  Strong Influencing skills and ability to communicate, negotiate and collaborate effectively both internally and externally at senior levels.  Project management / project coordination skills.  Coaching and mentoring skills. |
| **Working Pattern:** | 37 Hours (FTA until 31 March 2023) |
| **GRP Reference:** | E6.2 |
| **RD Reference:** | E6.2 |
| **Date/Version:** | 24/01/20 |

**What you will do**

You will provide specialist expertise to the functions across NRW which are involved in the provision of services of a technical or specialist operational nature to internal and external customers including regulation and environmental monitoring (including NRM).

You will act as the local expert or specialist lead for a small sector and work in an advisory capacity and your input will have an impact both internally and externally, and you will influence at an operational level.

You will make decisions and take action that will influence others and there will be a reliance on your input.

You will lead and project manage specific areas of work, taking responsibility for managing project budgets and teams and will be responsible for the success and delivery of the project.

You will deliver significant programmes of work.

You will analyse and interpret a wide range of complex information, extracting key points and communicating this to others, at all levels.

You will undertake research as required and produce documents that have some complexity and will provide advice, guidance or opinion which others will use and act upon.

You will interpret developments in your area of expertise and contribute to business planning and the design and delivery of work programmes.

You will be responsible for a small budget for the delivery of a specific project and will have responsibility for checking the validity of documentation relating to the procurement of good and services.

**Who you will be working with**

You will interact with colleagues across the organisation, collaborating with others to provide the efficient delivery of policies and work plans, and draw upon their skills to support the achievement of objectives.

You will communicate with others both internally and externally at an operational level in an advisory or functional specialist capacity.

You will have operational responsibility for leading specialist/technical staff through non-complex technical/ specialist programmes through a matrix management structure.

You will facilitate and deliver presentations for internal and external meetings, giving input and advice, as required.

You will mentor less experienced colleagues.

**Where you will be working**

Your role will be primarily office based but may entail travel between different NRW locations, as well as working at partner organisations and other premises.

**What knowledge and skills you need**

You will have a recognised qualification, degree or equivalent knowledge.

You will have substantial experience working in the relevant field and the ability to manage projects, project budgets and teams.

You will have specialist knowledge and will be an expert in a range of subjects relating to your area of specialism enabling you to work as a local expert.

You will have good inter-personal skills and able to develop and maintain good relationships and networks.

You will have analytical skills enabling you to analyse and interpret a wide range of complex information.

You will have good communication skills enabling you to give technical and specialist advice to others

You will have the skills to manage your workload and prioritise tasks in relation to conflicting objectives and targets.

**What other information is relevant to your job**

You will realise your contribution by applying the principles of SMNR to your work; in how you think, plan and deliver activities.

You will be expected to work with teams and individuals from across NRW, sharing your expertise and insight to solve complex problems. You will support collaborative working with partners and sector organisations, focussing on shared priorities.

You are responsible for complying with the policies, procedures and processes that relate to your role.

You are responsible for ensuring that all financial transactions undertaken by yourself represent value for money and meet the requirements of the organisation.

NRW is a Category 1 responder under the Civil Contingencies Act (2004), and this means we have a duty to work with partners to prepare for and respond to emergencies and incidents covered by the Act.  All staff may be required to undertake activities, at a level commensurate with the skills and experience required by their role, to assist in ensuring this duty is undertaken.

This role description sets out a broad indication of the role, where it sits within the overall NRW structure and indicative expectations of the post holder. It is not intended to provide a detailed description of all tasks and activities. This document should be read in conjunction with the job specific Personal Development Plan which sets out the specific activities and projects to be delivered during the year.