

UK Vessel Traffic Services Policy Officer

Maritime and Coastguard Agency



Apply before 11:55 pm on Monday 24th October 2022

Reference number: 238765

Salary: £39,428

Grade: Senior Executive Officer

Contract type: Permanent

Business area: MCA - Directorate of Maritime Safety and Standards

Type of role:

Audit

Operational Delivery

Policy

Working pattern: Flexible working, Full-time, Job share, Part-time

Location: Southampton

About the job

We welcome applications from all communities and we don't discriminate against any identity. We're interested to hear from you, regardless of your background.

Do you have experience in Vessel Traffic Service or the wider ports industry?

Could you build up strong working relationships and enjoy diverse interaction across the MCA?

Would you like to make a difference on a national level to Vessel Traffic Service safety?

If so, we'd love to hear from you!

The Maritime and Coastguard Agency (MCA) implements the government's maritime safety policy in the United Kingdom and works to prevent the loss of life and occurrence of pollution on the coast and at sea.

Safer lives, Safer ships, Cleaner seas.

Our vision is to be the best maritime safety organisation in the world.

Find out more about what it's like working at the Department for Transport.

Job description

We are looking for a Vessel Traffic Services (VTS) professional, or an individual who holds an STCW II/3 qualification or higher, to join the MCA team in the role of UK Vessel Traffic Services Policy Officer. The successful candidate will be the subject matter expert for VTS and point of contact for VTS centres and will provide operational expertise to a wide range of internal and external stakeholders, ensuring that the MCA's VTS Policy is delivered correctly.

The successful applicant will engage effectively and efficiently with colleagues across the business in areas such as navigation safety and seafarers services. They will also build good working relationships with external stakeholders such as VTS training providers and the ports industry.

The role holder will play a pivotal role in maintaining the high standards of VTS training and delivery throughout UK waters. They will arrange and conduct audits of VTS centres.

Working under the direction of the Ports and VTS Policy Manager, the Vessel Traffic Services Policy Officer will assist with conducting Port Marine Safety Code (PMSC) health checks on ports and marine facilities encouraging UK ports to adopt/comply with the PMSC, and provide expert guidance to ports/marinas to enable them to better enact the PMSC.

This role offers the opportunity to build up great working relationships across the industry and the chance to represent the MCA at a variety of key internal and external forums such as District Marine Safety Committee meetings. The post holder will additionally influence international direction of VTS guidance through preparation of submission and UK representation at the International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA) meetings.

The Tech Services Navigation Branch is a multi-disciplinary team of professionals working to further safety in the maritime domain. As such it is the aim of the branch to recruit and retain talent by maintaining a family friendly environment and excellent work life balance.

This role will be based in the Southampton HQ (or possibly at another MCA Marine Office location if requested). MCA supports flexible working and operates a hybrid working model between home and office for this role, giving you greater flexibility over where and when you work. Details of the arrangement will be discussed further with your line manager. This role offers an excellent opportunity for a shift worker to improve their work/life balance with a less disruptive work pattern.

There will be a requirement for travel on official duty within the UK and overseas or offshore, which may involve overnight stays away from home. A passport valid for international travel is required as well as a full driving licence valid for driving in the UK.

Responsibilities

Responsibilities include, but are not limited to:

In conjunction with the Port and VTS Policy Manager, providing expert advice on a variety of matters relating to ports, such as: Marine Accident Investigation Branch (MAIB) recommendations, the implementation of European VTM Dir. (2002/59/EC), and activities consented to under the various UK licensing regulators with a view to assessing the impact on the safety of navigation

Arranging and conducting audits of VTS operational and training centres, managing records, recording trends, and prioritising activities on the basis of risk and/or intelligence

Assisting with preparing briefings for IMO, International Association of Marine Aids to Navigation, and Lighthouse Authorities (IALA) committees. Also with submission papers and other supporting documents as they relate to VTS

Working with Port and VTS Policy Manager to ensure that UK legislation, MCA requirements, and related guidance reflects the relevant agreed International Standards

Liaising with HM Coastguard (HMCG) VTM Staff Officer on relevant Vessel Traffic Monitoring activity, maintaining reporting lines and working relationships between Navigation Safety Branch and HMCG

For an in-depth insight into the role, please refer to the Role Profile attached to this advert.

About You

To be successful in this role, you will have experience in VTS and/or the wider ports industry and will be able to demonstrate a good working knowledge of VTS or navigation within ports at an operational level. You will also have some experience in procedure reviews or audits as an auditor or auditee.

You have excellent communication, negotiation, and influencing skills with the ability to adapt and reflect your approach to suit diverse audiences and a range of stakeholders. You champion success by gaining quick rapport with others as you build effective working relationships with internal and external colleagues and stakeholders, providing direction and confidently holding your own during challenging conversations.

You will be highly organised and will thrive managing a varied and challenging workload, happy to concentrate on your work and do a thorough job even when under pressure.

Self-motivation comes naturally to you and you welcome autonomy to your role, proactively managing your workload and priorities. You are passionate about working in collaboration with others and enjoy effective team working in order to deliver results.

Licences

A passport valid for international travel is required as well as a full driving licence valid for driving in the UK.

Behaviours

We'll assess you against these behaviours during the selection process:

Making Effective Decisions

Managing a Quality Service

Delivering at Pace

Communicating and Influencing

Benefits

Being part of our brilliant Civil Service means you will have access to a wide range of fantastic benefits. We offer generous annual leave, attractive pension options, flexible working, inclusive working environments and much more to support a healthy work/life balance.

Find out what it's like to work at the Maritime and Coastguard Agency

Things you need to know

Security

Successful candidates must meet the security requirements before they can be appointed. The level of security needed is counter-terrorist check.

See our vetting charter.

People working with government assets must complete basic personnel security standard checks.

Selection process details

This vacancy is using Success Profiles, and will assess your Behaviours and Experience.

We are closely monitoring the situation regarding the coronavirus, and will be following central Government advice as it is issued. There is therefore a risk that recruitment to this post may be subject to change at short notice. In addition, where appropriate, you may be invited to attend a video interview.

Please continue to follow the application process as normal and ensure that you check your emails regularly as all updates from us will be sent to you this way.

How to Apply

Please apply online via this link: <https://ad.doubleclick.net/ddm/clk/539451365;348242092;k>

As part of your application, you will be required to complete a CV and Personal Statement. Further details around what this will entail are listed on the application form.

Please provide a CV outlining your career history, and the key responsibilities you had in each of your roles.

Within your CV and personal statement please demonstrate (in 750 words) your:

Working knowledge of Vessel Traffic service and/or the wider ports industry at an operational level, listing details of any qualifications that support this (e.g. V103/STCW)
Experience of procedure reviews or audits, as an auditor or auditee
Experience of communicating, negotiating and influencing with a range of stakeholders
Sift and Interview Dates

The sift is due to take place from 25th October 2022.

Interviews are due to take place week commencing 7th November 2022.

This interview could be conducted via a video interview, details of which will be provided to you should you be selected for interview.

We will try to meet the dates set out in the advert. There may be occasions when these dates will change. You will be provided with sufficient notice of the confirmed dates.

The selection process will be designed specifically for the role. As a result, your assessment will include:

An interview

A written exercise

A presentation

You're encouraged to become familiar with the role profile, as you may be assessed against any of the criteria recorded within.

Please see attached candidate notes for further information about our recruitment process.

The Department for Transport alongside other Government Departments recruit using Success Profiles. This means for each role we consider what you will need to demonstrate in order to be successful. This gives us the best possible chance of finding the right person for the job, drives up performance and improves diversity and inclusivity.

Applicants who are successful at interview will be, as part of pre-employment screening, subject to a check on the Internal Fraud Database (IFD). This check will provide information about employees who have been dismissed for fraud or dishonesty offences. This check also applies to employees who resign or otherwise leave before being dismissed for fraud or dishonesty had their employment continued. Any applicant's details held on the IFD will be refused employment.

A candidate is not eligible to apply for a role within the Civil Service if the application is made within a 5 year period following a dismissal for carrying out internal fraud against government.

If you are experiencing accessibility problems with any attachments on this advert, please contact the email address in the 'Contact point for applicants' section.

Further Information

For more information about how we hire, and for useful tips on submitting your application for this role, visit the How We Hire page of our DfT Careers website.

Before submitting your application, we encourage you to visit our Recruitment in Detail page of the DfT Careers website. You will find detailed information about the entire recruitment process and what to expect when applying for a role in the Civil Service.

Throughout this job advert there are links to the DfT Careers website, which provides you further information to support your application. Should you be unable to access the information on our website, please email DRGComms@dft.gov.uk for assistance.

Feedback will only be provided if you attend an interview or assessment.

Nationality requirements

This job is broadly open to the following groups:

UK nationals

nationals of Commonwealth countries who have the right to work in the UK

nationals of the Republic of Ireland

nationals from the EU, EEA or Switzerland with settled or pre-settled status or who apply for either status by the deadline of the European Union Settlement Scheme (EUSS)

relevant EU, EEA, Swiss or Turkish nationals working in the Civil Service

relevant EU, EEA, Swiss or Turkish nationals who have built up the right to work in the Civil Service

certain family members of the relevant EU, EEA, Swiss or Turkish nationals