



# Falkland Islands Government – Job Description

<b>Job Title:</b>	Harbour Master		
<b>Department:</b>	Emergency Services	<b>Section:</b>	Falkland Island Maritime Authority
<b>Reports to:</b>	Head of Service - Maritime		
<b>Grade:</b>	Falkland Islands Government Grade - B	<b>Job Code:</b>	TBC

## Job Purpose

A Statutory function responsible for all harbour and port operations, ensuring that the strategic and vital gateways to the Falkland Islands are always maintained. This role requires engagement at all levels from cross governmental to public. Responsibilities include managing all harbour related interests, maritime safety, hydrography, navigational aids, accident investigation, pilotage services, compliance with international conventions and legislation and the provision of an effective maritime search and rescue function.

## Main Accountabilities:

- Deliver the statutory functions of the Falklands Islands Harbour Master and Registrar of British Ships.
- Monitor compliance with all relevant maritime legislation, investigating suspected offences and preparing prosecution files as required to uphold the laws of the Falkland Islands and deter offenders.
- Where necessary undertake launch patrols of Stanley Harbour, Port William and Berkeley Sound to enforce maritime legislation.
- Maintain and develop good liaison with all relevant stakeholders including FIG Fisheries Department, local maritime and fishing companies, maritime protection vessels, agents and military representatives to ensure efficiency and effectiveness of duties. Provide maritime assistance and guidance to stakeholders as appropriate.
- Ensure operational policies and activities of Falkland Islands harbours comply with current health, safety and environmental requirements as part of the principles of the Port Marine Safety Code.
- Undertake harbour control operations including receipt and subsequent documentation of vessel arrivals / departures and as appropriate the allocation of anchorages.
- Ensure that appropriate policies and procedures are in place to enable the Falkland Island Government to respond to any marine incidents. Fulfil the role set out in FIG's Major Incident Plan.
- Ensure the maintenance of the National Oil Spill Contingency Plan (NOSCP) including procurement and maintenance of equipment and carrying out drills, exercises and training to port users to ensure its effectiveness. In maritime pollution incidents, act as the Incident Commander (IC) and implement the NOSCP.
- Provide and maintain aids to navigation around the Falkland Islands to improve shipping safety.
- Deliver and manage an effective pilotage service, including the training and examination of Pilots, Pilot CPD, issuing of Pilotage Exemption Certificates and pilotage directions.
- Provide operational oversight and quality assurance of the Maritime Security contract.



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Harbour Master

## **Main Accountabilities: *(continued)***

- Fulfil the function of Chief Inspector of Marine Accidents, ensuring that timely and high-quality investigations into any marine incidents are conducted.
- Fulfil the function of Port Facility Security Officer and be accountable for the ports' compliance with the requirements of the International Ship and Port Facility Security (ISPS) Code.
- Fulfill the function of Receiver of Wreck.
- Fulfill the function of Registrar General of Shipping.
- Fulfill the function of Admiralty Marshall.
- As an appropriately trained and qualified CAT 2 Inspector, carry out inspections of foreign-flagged merchant and fishing vessels in accordance with the approved inspection standards and Authority policy.

***The job description is not an exclusive or exhaustive definition of your duties. You shall undertake such additional or other duties as may reasonably be required by FIG commensurate with your role and grade.***

## **Additional Information:**

The Falkland Islands have a complex maritime environment. Fishing is the mainstay of the economy including local and foreign vessels. Tourism including cruise vessel tourism is an increasing economic sector. The Falklands operates its own shipping register and is a member of the Red Ensign Group.

To achieve the stated objectives for the post, the post holder will work closely with the Head of Service - Maritime, who has a more strategic and developmental focus.

Some extra hours are necessary, together with the possibility of being called out in response to significant incidents. There will be a requirement to carry out on-call duties on rotation with the Deputy Harbour Master.



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<b>Person Specification:</b>	Harbour Master		
Criteria	Essential	Desirable	Assessment Method
<b>Qualifications and Training</b>			
Master's Certificate of Competency (STCW Reg II/2.1) with experience in a variety of marine operations	✓		A
A current car driver's licence	✓		A
Harbour Masters Diploma and or Harbour Masters Certificate		✓	A
Oil Spill Response MCA Level 2/4		✓	A
<b>Knowledge, Skills and Experience:</b>			
Comprehensive understanding of the Port Marine Safety Code	✓		A/I/R
At least 5 years' relevant experience in a variety of marine operations including experience as a Master / Senior Deck Officer on foreign going vessels	✓		A/I
Knowledge and experience of project management and financial resourcing	✓		A/I/R
Extensive knowledge of British Marine regulatory framework as applied to Red Ensign vessels	✓		A/I/R
Effective communicator with an excellent standard of written English	✓		A/I/R
Competent user of computer based management systems and associated software (spreadsheets, word processing etc.)	✓		A/I/R
Experience of leading small teams and motivating staff	✓		A/I/R
Ability to act as an on scene commander in oil spills and other maritime emergencies	✓		A/I/R
Experience in one or more of the following areas: <ul style="list-style-type: none"> <li>• UK Marine Industry regulation</li> <li>• Harbour Master</li> <li>• Port Operations</li> <li>• Shipping Operations</li> <li>• Maritime Environmental Operations</li> <li>• Pollution Control</li> <li>• Port Development</li> <li>• Fisheries Protection</li> </ul>		✓	A/I/R



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<b>Person Specification:</b>	Harbour Master		
Criteria	Essential	Desirable	Assessment Method
<b>Personal Attributes:</b>			
Personal drive and integrity and the ability to support the team in delivering outputs for the benefit of the maritime sector as a whole.	✓		I/R
Takes a pro-active and adaptable approach to work.	✓		I/R
Well organised; able to be responsible for a range of different tasks simultaneously.	✓		I/R
Ability to work successfully in a complex political and stakeholder environment.	✓		A/I/R
Ability to think laterally and creatively to generate novel but realistic solutions.	✓		I/R
Demonstrate awareness of commercial / political confidentiality.	✓		I/R

## Method of Assessment:

- A - Application Form
- I - Selection Interview
- R – Reference
- P - Presentation