

Job profile

Marine Spatial Planning Manager

Job family:	IS job family
Job level:	Senior Manager / Professional
Term of appointment:	Indefinite
Location:	London
Responsible to:	Planning & Consents Manager
Accountable to:	IS Service Manager
Staff directly managed by job holder:	MaRS team and data management staff
Internal contacts:	Employees of The Crown Estate
External contacts:	MARS Stakeholders, UK data providers, planning professionals

Job objectives:

- Management of marine spatial planning (MSP) activities within the marine estate, with particular responsibility for GIS, mapping, data management and decision support
- Implement appropriate processes and procedures to ensure that MaRS and the MaRS and data management teams can robustly meet MSP needs
- Quality assurance and control of MSP outputs
- Management of the MaRS and data management teams
- Identification and implementation of further development requirements and new opportunities and applications for MaRS and the MaRS and data management teams.

Authorities:

- Operate within the framework of authority agreed by the Director of the Marine Estate.

Key Tasks:

- Work with the Planning and Consents Manager to define and develop appropriate processes and operating procedures for MaRS and the MaRS and data management teams to ensure MSP requirements within the marine estate are fully and robustly delivered
- Proactively engage with the marine estate to define and deliver MSP needs
- Secure and manage appropriate budgets to ensure that MaRS operates effectively
- Manage and maintain and appropriate staff resources to ensure effective MaRS operation
- Develop, implement and monitor appropriate quality control procedures for MaRS outputs

Job profile

Marine Spatial Planning Manager

- Ensure that MaRS has access to the best available datasets to support MSP, including the management of relationships with data suppliers and securing and managing appropriate budgets
- Act as the public face of MaRS liaising with relevant external stakeholders and represent MaRS at industry events
- Support internal GIS and data management initiatives to ensure knowledge transfer and maximum integration of MaRS with other systems within The Crown Estate and, where relevant, beyond
- Identify and deliver future development of MaRS required to support MSP
- Identify new opportunities for the application of MaRS.

Policy

To work within The Crown Estate's policy framework and to make recommendations for improvement to ensure that The Crown Estate complies with good practice and maintains its prestigious reputation.

Public relations

To positively represent The Crown Estate at external meetings, such as dealing with data providers or stakeholders of MaRS and present a positive attitude when dealing with members of the public.

Job profile

Marine Spatial Planning Manager

Corporate responsibilities

Self management

To develop, to the fullest degree the personal skills which will contribute to effective team working within The Crown Estate; and to take personal responsibility, with the support of the Director of the Marine Estate, for own training and development needs, so as to meet fully the business objectives of The Crown Estate and own potential.

Equal treatment and diversity

The Crown Estate recognises the valuable contribution which is gained by employing a diverse workforce. As an employee of The Crown Estate you are expected to promote the value of diversity and can expect that in all aspects of your employment, you will be treated on an equal basis regardless your gender, race, nationality, religion, disability, marital status, age or sexual preference. You should also expect to receive equal treatment in our business relationships with the stakeholders.

Health and safety

As an employee of The Crown Estate the job holder has specific responsibilities for the health and safety of themselves, their colleagues, contractors, visitors and members of the public. These responsibilities are set out in detail in the policy statement in the 'Management of Health and Safety at Work'.

Quality

To participate in The Crown Estate's programme of Investors in People and to contribute towards achieving other quality assurance accreditation programmes initiated by The Crown Estate.

General

Because of the evolving nature of our business requirements, this job profile is a general outline of the type of key tasks the job holder will be asked to undertake in their role. It will be revised regularly in consultation with the post-holder, as part of The Crown Estate's performance management arrangements.

Job profile

Marine Spatial Planning Manager

Candidate specification

Part one – knowledge and experience essential to fulfil the requirements of the post.

- Expertise of ESRI Desktop GIS products including extensions
- Detailed understanding of ESRI geoprocessing tools and how datasets are manipulated
- Comprehensive knowledge of UK marine datasets and the authorities that supply such information
- Understanding of marine spatial planning requirements
- Experience leading a team of GIS professionals
- History of managing budgets
- Experience with quality management and quality controlled outputs
- Ability to present spatial data in order to promote understanding amongst a range of information users
- An understanding of the MaRS environment and associated issues with managing information from this sector
- Familiarity with metadata, relevant standards, projections and their importance within GIS.
- Good communication skills.

Part two – personal style, behaviour and attributes needed to undertake the post.

- Team leadership
- Ability to identify opportunities
- Good presenter and able to represent The Crown Estate with external stakeholders
- Ability to manage variable workloads and prioritise tasks
- Confident in communicating with staff at all levels as well as external stakeholders
- Able to work effectively as part of a team
- An aptitude to problem solving and paying attention to detail.