

Senior Meteorologist Manager

Department: Infrastructure, Housing and Environment

Division: Natural Environment

Reports to: Head of Service

JE Reference: IHE1030

Grade: 13

Job purpose

Providing operational leadership across the Meteorological Section, ensuring the delivery of timely, cost-effective and high quality services that meet the needs of customers, supporting travel, commercial and leisure activities for the safety and security of the public.

Organising and maintaining a forecasting programme for the Channel Islands area to meet the needs of Aviation, Shipping, Government departments, the media and the general public and / or managing the main forecast/operational office and outlining facilities in line with climatological records and data, taking responsibility for the maintenance and development of the Quality Management System (QMS) and Security Management System.

Job specific outcomes

Manage the operational delivery of the forecast office and outlying facilities, along with specialist records and data and products and services produced by the team to ensure an optimal utilisation of staff and physical resources and deliver efficient scientific services serving the needs of Islanders.

Manage a scientifically robust work programme for the forecast office, using specialist analytical and monitoring techniques and undertaking research and investigation as applicable in order to provide forecasts and weather warnings to support economic, commercial and leisure activities that are reliant on meteorological / climatological related data, such as aviation, shipping and all other community areas.

Develop and review service delivery strategies and operational policies and procedures and take the lead in the operational delivery of the strategy to ensure the safe, efficient and effective delivery of the specialist scientific service being managed.

Design and implement change within the forecast office, reviewing existing work programmes, delivery strategies and procedures and directing the implementation of improvements to increase the quality, productivity and efficiency of services for an optimal customer experience.

Co-ordinate the operational delivery of a scientific advisory service to travel, land based and other industries as relevant, and other stakeholders, including the general public to support day-to-day activities and ensure that decisions are taken with the best technical input to improve production yield and promote safe commercial activities that comply with legislation and meet best practice and international standards; developing the outreach strategy of the service,

including social media education and Government sponsored projects to provide meteorological and climatological information that supports Island day-to-day activity.

Develop and manage a high performing team of professional staff, coordinating recruitment and managing staff training needs in order to develop a highly motivated and appropriately skilled workforce capable of providing efficient and effective scientific services to customers to ensure that customer requirements are fulfilled.

Research and analyse benchmarks and industry emerging evidence to develop and lead the implementation of new service initiatives or amendments based on new technologies or new ways of delivering existing services in order to support the best outcome for customers and the department; maintain appropriate professional networks with local and international organisations, representing Jersey where applicable and engage in scientific collaborations to ensure that state of the art methods are introduced and Jersey keeps up-to-date with industry best standards.

Manage and monitor a delegated budget, arranging maintenance and development of facilities and producing and developing cost-efficiency programmes in order to balance effective service delivery with the evolving demands and needs of customers.

Participate as a senior member of the forecasting team, undertaking the Duty Forecaster role, if appropriate; as applicable, provide capabilities for observation of current weather or monitor the accuracy of the forecasts being issued, provide observations of current weather and assist in the preparation of daily and monthly meteorological and climatological statistical reports.

Manage the team's responses to reactive unplanned work aligned to agreed contingency plans, ensuring that resources are deployed effectively and in the event that service delivery is disrupted, robust stakeholder engagement is prioritised so that customers are informed of changes to service delivery.

Where applicable, develop and maintain a network of partners involved in the production of Met services, such as the UK Met Office, security and QMS partners, Air Traffic Control, the media, Government departments, schools and utilities.

Statutory responsibilities

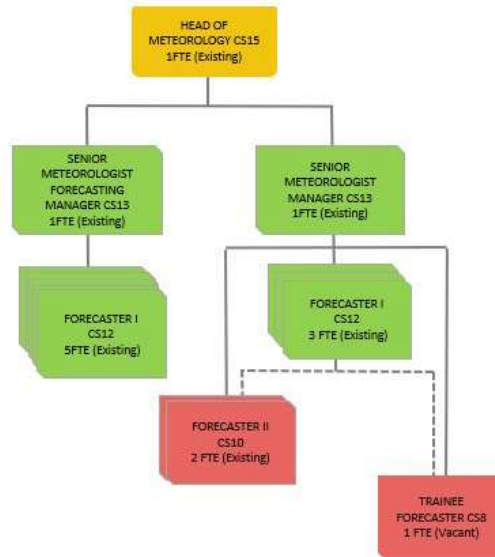
Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

This role is politically restricted. The job holder is not permitted to undertake political activity involving standing for election to the Government or as a Parish Constable, or publicly supporting someone who is standing for election or playing a public part in any political manner.

Services

- Meteorology / Forecasting Management

Organisational structure



Person Specification

Specific to the role

ATTRIBUTES	ESSENTIAL	DESIRABLE
<p>Qualifications <i>Please state the level of education and professional qualifications and / or specific occupational training required.</i></p>	<p>Degree qualification in Meteorology, a Physics related science discipline or Mathematics and / or Management</p> <p>Registered Meteorologist status or higher and membership of a relevant professional body (e.g. Royal Meteorology Society)</p> <p>and / or</p> <p>Further qualification or equivalent to QCF level 5 qualification as an independent Forecaster</p> <p>Post graduate qualification in Meteorology and Forecasting to the standards and curriculum specified by the World Meteorological Organisation or equivalent.</p> <p>Aviation Observer Certificate in Meteorological Observing</p> <p>and / or</p> <p>Quality Management qualification</p>	
<p>Knowledge <i>This relates to the level and breadth of practical knowledge required to do the job (e.g. the understanding of a defined system, practice, method or procedure).</i></p>	<p>Knowledge of:</p> <p>The latest theory and practices, processes and research techniques and latest developments as</p>	<p>Knowledge of:</p> <p>The activity and processes of Government</p> <p>Management reporting as</p>

	<p>related to their industry, including ongoing Continuing Professional Development</p> <p>Auditing QMS and observing</p> <p>Leading service delivery as relevant to the overseen function</p> <p>Commissioning services</p> <p>Knowledge of performance management / development of metrics / analysis technics</p>	<p>it relates to this role</p> <p>The departmental priorities, key objectives, risks and issues relevant to the department division and the role</p> <p>Full understating of Jersey Met's operation including Weather Watch, observations/remote sensing, data storage Warnings Forecasting, Climatology</p>
<p>Technical / Work-based Skills <i>This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.</i></p>	<p>Computer literate with ability to operate the Microsoft Office package.</p> <p>Ability to carry out detailed statistical analysis and user of specialist software to generate mathematical models, statistical and research reports as relevant to the specific industry.</p> <p>User of bespoke data systems designed to capture, store, manipulate and analyse technical data (i.e. meteorological and climatological)</p>	<p>Driving licence (Group B)</p>
<p>General Skills/Attributes <i>This relates to more general characteristics required to do the job effectively, e.g. effective written communication skills, ability to delegate, motivation or commitment etc.</i></p>	<p>Problem solving, negotiation and influencing skills</p> <p>Confident decision-maker</p> <p>Ability to develop innovative approaches to change management and service delivery</p> <p>Ability to lead, motivate and manage teams to</p>	

	<p>facilitate achievement of high delivery and performance and manage poor behaviour.</p> <p>Strong relationship building skills</p> <p>Ability to present effectively, both verbally and in writing</p> <p>Ability to produce written materials (e.g. letters, reports, discussion papers, proposals) to a high level for presentation to a variety of audiences</p>	
<p>Experience <i>This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of experience in a defined area of work if required by an external body (for example a period of post-qualification experience).</i></p>	<p>Experience of:</p> <p>A minimum of 5 years' experience in management and / or forecasting different weather situations</p> <p>Dealing with media</p> <p>Leading the development and delivery of strategy</p> <p>Managing the operational delivery of relevant scientific services</p> <p>Managing staff and budgets</p> <p>Experience in leading Change Management initiatives</p>	

Core Accountabilities, Attributes and Behaviour Indicators

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the Government of Jersey tier 4 core accountabilities attributes and behaviour indicators.

