



## Job Description

<b>JOB POSITION</b>
Job Title: Sustainable Fisheries Assessor
Department: MSC Fisheries
Location: Inverness
Starting salary: £22-25k based on experience
<b>ORGANISATION STRUCTURE</b>
Responsible to: Fisheries Assessment Co-ordinator
Responsible for: There are no staff reporting to this position
<b>JOB PURPOSE</b>
To assist the Fisheries Assessment Co-ordinator with the process of assessment and surveillance of fisheries participating in the Marine Stewardship Council Sustainable Fisheries Scheme.
<b>MAIN RESPONSIBILITIES AND ACTIVITIES</b>
<p><u>Main Duties</u></p> <p>Assist the Fisheries Assessment Co-ordinator to:</p> <ul style="list-style-type: none"> <li>• Project manage and co-ordination of all stages of the surveillance process for MSC certified fisheries.</li> <li>• Act as part of a fishery assessment team when undertaking fishery surveillance site visits, possibly as team leader. Being responsible for leading the stakeholder consultation input to the surveillance process.</li> <li>• Co-ordinate relevant input from assessment team members contracted to undertake any specific fishery assessments.</li> <li>• Coordinate with other team members and take the lead in the generation of the relevant assessment reports for publication</li> <li>• Assist in developing and maintaining all necessary standard operating procedures, guidance documents and systems required to comply with MSC Certification Methodology relevant to fishery surveillances.</li> <li>• Liaison with fishery clients and stakeholders.</li> <li>• Liaison with MSC.</li> </ul>

### KEY SKILLS & EXPERIENCE

- Educated to degree level preferably in a marine science.
- Experience, knowledge and interest in the commercial fishing industry
- Experience in assessment and/or inspection desirable
- IT literate (MS Office programs)
- Strong team player, ability to project manage, have good time management
- Flexibility to work odd hours and undertake frequent travel internationally
- Proven language and written abilities in English essential
- Other languages welcomed.

**Deadline for receipt of application: 31 August 2010**