

Chichester Harbour Conservancy
Job Description
Lead Technician
Grade 8 (£25,990 - £28,672)

Reports to: DHM / Health & Safety Manager, Chichester Harbour Conservancy

Location: The Harbour Office, Itchenor, Chichester, West Sussex, PO20 7AW

General Purpose

- To maintain, repair or replace navigational marks, lights, moorings, harbour equipment, vessels, and infrastructure.
- To be the principal skipper of the mooring barge.

Key Tasks and Responsibilities

- As principal skipper of the mooring barge:
 - Train other team members in the safe use of the barge as requested
 - Oversee the safe operation of the barge and maintain the barge and equipment to the standards of the Working Boat Code (MGN 280).
- Ensure the Conservancy's vessels are maintained to the highest standards, that all life-saving equipment is kept in date and any licensing requirements are complied with.
- Lead the day to day activities and safety in the workshop at Itchenor, liaising with the DHM/Health & Safety Manager as appropriate.
- Manage the work of the Harbour Technician, and others that may work under your direction from time to time.
- Proactively support the Conservancy's Port Marine Safety Code Safety Management System.
- Undertake repairs and improvements to Conservancy moorings and infrastructure and maintain accurate records of those works.
- Maintain accurate records of mooring and navigational aids and the workshop log.
- Work closely with the DHM/ Health & Safety Manager in managing and working within the prescribed budget.
- Be responsible for the programming and replacement of navigational lights, marine electronics, and local repair of all navigation marks.
- Be responsible for undertaking annual tests on small plant, portable equipment and Conservancy property and maintaining accurate records.

- Undertake Patrol Officer duties on alternate weekends during the Summer school holidays and at times of demand, supporting the Harbour Master afloat, enforcing the byelaws, collecting harbour dues, carrying out plaque checks and directing Assistant Patrol Officers.
- Be on-call, approximately one week in two and able to attend the Harbour Office within 1 hour to act as the Duty Coxswain, when required.
- Take reasonable care for own health and safety and for that of anyone else at the workplace, co-operating with Conservancy in relation to health and safety obligations.
- Support equality and diversity and respect customers, visitors, and other members of staff regardless of gender, age, disability, sexual orientation, religion or ethnic origin.
- Assist with occasional cross-departmental duties thereby supporting the wider work of the Conservancy (i.e. helping the Environment team).
- Undertake any other reasonable duties as directed from time to time by the Conservancy.

This job description is not exhaustive; it will be subject to periodic review and may be amended to meet the changing needs of the Conservancy. The post holder will be expected to participate in this process, and we would aim to reach agreement to any changes.