



CONSEIL CONSULTATIF POUR
LES EAUX OCCIDENTALES
SEPTENTRIONALES

NORTH WESTERN
WATERS
ADVISORY COUNCIL

CONSEJO CONSULTIVO PARA
LAS AGUAS
NOROCCIDENTALES

Title:	Deputy Executive Secretary
Location: Dun Laoghaire	Salary: €48,000 to €55,000
Contract:	Full time
Point of contact:	Michael Keatinge
Website:	www.nwwac.org

Role of the North Western Waters Advisory Council

The North Western Waters Advisory Council (NWWAC) was established in 2005, as one of 10 Advisory Councils created under EU legislation, to contribute to the achievement of the objectives of the Common Fisheries Policy (CFP). It achieves this by providing advice on the management of demersal fish stocks and other related issues within the competence of the CFP to the European Commission, EU Member States, and the European Parliament. The NWWAC's members are representatives of the EU fisheries sector (e.g. ship owners, producer organisations, processors and traders) and other interest groups (e.g. environmental NGOs and recreational fishermen). The total staff consists of the executive secretary, deputy executive secretary and an executive assistant.

Description

The successful candidate will manage the day-to-day administrative, operational and financial functions of the NWWAC and deputise for the Executive Secretary of the NWWAC as required. In addition, he/she will:

- Assist the members of the NWWAC develop advice on the management of demersal fish stocks and other related issues within the competence of the CFP.
- Prepare the NWWAC meetings together with the Chair of the NWWAC and the chairmen of the Working Groups;
- Ensure the appropriate level of expert advice is available to meetings of the NWWAC;
- Prepare detailed meeting notes in advance and minutes of each meeting thereafter;
- Liaise with the European Commission, Member States, other Advisory Councils, and other fisheries organisations (in particular the International Council for the Exploration of the Sea, ICES and European Fisheries Control Agency, EFCA) as appropriate.
- Oversee the communications of the NWWAC to its members, Member States, etc.

Qualifications

The successful candidate will be an enthusiastic, result-driven, self-disciplined person with good administrative skills. The successful candidate will have the following competencies:

- A primary or postgraduate degree, or equivalent in a fishery or related subject
- Experience in European fisheries and/or fisheries management or related subject
- Analytical abilities
- Excellent communication and social skills
- A professional working proficiency in English. In addition, proficiency in French and/or Spanish is desirable
- The skills necessary to moderate discussions within the AC, and assist the membership reach consensus on key topics
- The skills necessary to operate independently as well as in a team
- Flexibility, in particular when travelling to meetings outside Ireland.

What we offer

- A dynamic, challenging, multidisciplinary and international working environment in which you will work closely with the main stakeholders and decision-makers in the management of demersal fish stocks in the North Western Waters.
- Employment will be full time, pensionable, and, initially, for a period of one year. Candidates successfully completing this probationary period (1 year) will be offered a permanent contract in this position.
- The successful candidate is expected to commence employment in March 2019.
- Salary will be based on the candidate's qualifications and experience.

Applications and enquiries should be addressed to:

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Dún Laoghaire
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Closing Date The closing date for application is Friday 29th February 2019.