




Commissioners of
IRISH LIGHTS

Navigation
and Maritime
Services

CANDIDATE BRIEFING PACK
Engineering Design, Consent and
Compliance Manager

Closing date for applications is 26 September 2022



Irish Lights operates a critical, reliable and technologically advanced navigation infrastructure for the maritime sector around the island of Ireland. This includes lighthouses, beacons, buoys and electronic aids to navigation.

Some of our lighthouse stations are over 200 years old but with new communication and navigation equipment as well as powerful LED lights they continue to provide a vital service to mariners and increasingly also to local tourism, heritage and environmental protection programmes. They are in exceptionally beautiful and challenging locations.

The Engineering Design, Consent and Compliance Manager will lead the Design and Support Team in the delivery of all design work to support work activities at coastal stations, ensure that Irish Lights complies with relevant planning and environmental obligations, and will be the delegated decision maker for Appropriate Assessment determinations.

Are you up for the challenge?



Irish Lights Remit

The mission of Irish Lights is Safe Navigation at Sea. We are a maritime organisation delivering essential 24/7 safety and navigation services around the coast of Ireland, 365 days a year. Our vision is to protect lives, property, trade and the environment by delivering next generation maritime services at the interface of navigation technology, engineering and data management.

Irish Lights is responsible for Maritime Aids to Navigation under the Safety of Life at Sea (SOLAS) Convention. This remit includes the provision and maintenance of over 330 general aids to navigation, the superintendence of approx. 3,300 local aids to navigation, and marking or removing dangerous wrecks outside harbour areas around Ireland.

Irish Lights also provides a range of navigation and contract commercial services including ship charter, buoy and maritime data. We provide value added services to support the development of the broader maritime economy including Met and Coastal Data Services. The Irish Lights tourism and heritage initiative, the 'Great Lighthouses of Ireland' was developed in partnership with local communities and offers visitors from home and abroad the chance to visit or stay in a working lighthouse. See our website www.irishlights.ie for further details.

Mission Statement

Safe Navigation at Sea: To be a leading and innovative provider of reliable, efficient and cost effective navigation and maritime services for the safety of all.

Values

Irish Lights' strategy will be delivered by holding true to the values of the organisation. Our Values set the foundation for our interactions with our stakeholders, customers, suppliers and the community. These values, which are the cornerstone for the success of the organisation, are as follows:

- Professionalism
- Respect
- Trust
- Quality
- Innovation
- Collaboration

Strategic Direction

Irish Lights strategy “*Safe Seas - Connected Coasts*” is available on our [website](#).

The strategy recognizes the exciting and challenging trends in the maritime sector at national and international level. It places a strong emphasis on positioning Irish Lights to play a leadership role in the delivery of next generation navigation and safety services, enabled by innovation and technology. We have accordingly set ourselves six ambitious outcomes that we want to deliver over the period 2018 -2023. These outcomes reflect the modern role of Irish Lights delivering navigation, safety and allied maritime services and supporting the growth of the maritime economy.

(1) For the Safety of All

Irish Lights is focused on the delivery of proactive, reliable and value-for-money services for all stakeholders and customers. We are proud to provide a depth and breadth of expertise at the interface of navigation, engineering, technology and data management. We are committed to delivering on our role as a member of the value chain of maritime safety services on the island of Ireland and our relationship with Trinity House and Northern Lighthouse Board ensures that these services are delivered in a consistent manner with the UK.

(2) International Maritime Leadership

The nature of AtoN services is that they must be internationally standardised to serve a global industry. Technology development and convergence requires that over the period of this strategy Irish Lights exercises a far broader international influence than was necessary in the past. We will do this by achieving early influence with international bodies such as the International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA), International Maritime Organisation (IMO), International Hydrographic Organisation (IHO) and International Telecommunication Union (ITU) over policy, regulation and standards that impact on navigation safety and through sharing information, expertise and resources to the benefit of all parties.

(3) Technological Innovation

Across the maritime sector there is recognition of the increasing pace of technological development and the role new technology can play to improve safety and performance. Irish Lights will continue to lead on the adoption of new technology that delivers safety and economic benefits for the maritime sector. We will support the trial and implementation of advanced engineering, communications and data technologies and engage in ongoing consultations with regulators, providers and users as appropriate. In particular we will ensure user input into the selection and development of emerging technology solutions.

(4) Collaboration and Partnership

Irish Lights works closely with a matrix of local, national and international partners who collaborate with us to enable us to deliver a diverse suite of services. Essential to our success is our relationships with key marine agencies and local authorities around the coast of Ireland and Northern Ireland. Over the period of this strategy we will strengthen our existing partnerships to support the delivery of key services and where necessary form new partnerships for added value and commercial service delivery.

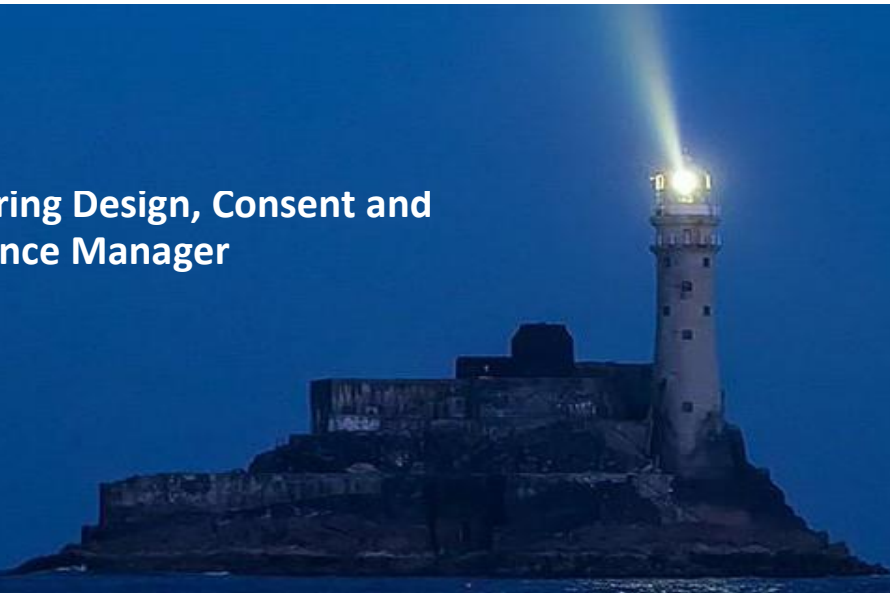
(5) Delivery of Added Value

Delivery of our core services requires investment in infrastructure and expertise which can be utilised to provide added value. Over the period of this strategy we will seek to strengthen the wider contribution that Irish Lights makes by targeting our expertise, asset base and proven technological capabilities to deliver maximum value and public good services in the interests of our stakeholders, coastal communities and the wider economy.

(6) Safeguarding the past – Positioning for the Future

While our focus in this strategy is very much on the future, we have confidence that in facing this future we are building on the ingenuity and resilience of the people who worked in Irish Lights over the generations. Moreover we have in our stewardship a tangible legacy of the past in the unique set of heritage assets which we own and these have significant value and potential in the development of tourism, education, research and community based initiatives. Over the period of this strategy, we will continue to build on the international success of our ‘all island’ tourism initiative, Great Lighthouses of Ireland and we will work with third parties to protect, develop and promote our unique archive and heritage assets for the benefit of the Irish public. As the strategy unfolds over the period 2018 to 2023 we will work closely with all stakeholders to meet their evolving needs and to achieve our vision.

Engineering Design, Consent and Compliance Manager



Role Profile

Job Title: Engineering Design, Consent and Compliance Manager

Reporting to: Coastal Operations and Property Manager

Design

As Engineering Design, Consent and Compliance Manager you will require excellent technical, analytic, organisation and communication skills. You will manage the design team output for our AtoNs (including lighthouses, beacons and buoys), mechanical and electrical engineering, civil engineering and building works at our coastal stations and design support for our head office and workshops in Dun Laoghaire.

You will lead the Design and Support team of Engineers and Technicians (five people) in the delivery of the design, cost estimates and provision of lighthouse station work packages and other projects, and you will also take part in the design and preparation of work packages. As Engineering Design, Consent and Compliance Manager you will work closely with the Operations Engineering Managers and relevant personnel from the EMS (eNavigation & Maritime Services) Department in developing engineering technical proposals and innovative solutions. You will ensure that the team maintains strong technical knowledge on equipment and techniques related to Irish Lights activities and develops proposals for the effective and economic provision of the required AtoN service. You will ensure that all designs are checked and signed off according to the quality system.

You will also prepare risk assessments and assist with preparation of safe work procedures. You will have responsibility for preparation of the annual Capital Projects Plan for input to the annual Corporate Plan process.

As Engineering Design, Consent and Compliance Manager you will be based in our Dun Laoghaire Office. Periodic travel around the coast will be required. Occasional travel abroad will also be required.

Consent

In conjunction with the Coastal Operations and Property Manager, you will develop a consenting strategy for obtaining the relevant planning and environmental consents for our capital and maintenance works and activities. You will prepare the application documentation and will liaise with the relevant authorities and you will be responsible for consent related stakeholder management and external communications in conjunction with the Coastal Operations and Property Manager.

Compliance

You will ensure that Irish Lights complies with our environmental obligations and identify where Appropriate Assessments screening is required for Irish Lights activity and ensure these and all other environmental documentation that may be required is completed. Where required, you will procure the services of external environmental specialists to support you to oversee internal policies and procedures to ensure compliance with the Habitats Directive and fulfil the role of 'Delegated Decision Maker' for the Appropriate Assessment determinations.



Quality

For the Coastal Operations department, you will lead the documentation of Standard Operating Procedures and the auditing of the QMS. This will include quality control procedures for AtoN maintenance, buoy production, facilities maintenance, etc.

You will also be responsible for reviewing and signing off on drawings and design packages from the design team before being issued for construction.

Accountabilities

- Leading Team of Engineers and Technicians in the delivery of a programme of Capital Projects
- Design outcomes and delivery of design packages for capital and maintenance projects
- Strategic and proactive input into design process
- Design, cost and deliver a range of Lighthouse and AtoN projects and other work packages.
- Lead on the preparation of engineering drawings, specifications, tender documentation, procurement, etc. in advance of scheduled on site work.
- Develop plans and costings for the ongoing capital renewal programme, to ensure the long term effective and economic provision of required AtoN services.
- Preparation, where required, of risk assessments and method statements
- Ensuring the General Principles of Prevention are taken into account when preparing designs
- Acting as a Project Supervisor Design Process (PSDP in Republic of Ireland) and Principal Designer (in Northern Ireland)
- Sourcing of materials in accordance with procurement manual
- Assistance with preparation of management and board reports
- Risk management
- Ensuring compliance with Health & Safety and environmental legislation and regulations
- Ensuring a continuous improvement cycle for systems, processes and policies
- Leadership, communications and innovation
- Research and development, industry and sector awareness
- Develop and maintain positive relationships with internal and external stakeholders
- Active employee/team development, training and management
- Deliver on objectives agreed in the Performance and Development System (PADS)

Key Requirements, Qualifications, Experience and Required skills

Essential

- An engineering honours degree (level 8 in the National Framework of Qualifications) or equivalent professional qualification
- Have at least 7 years' experience in relevant engineering design
- Good planning, organisation, team building and managerial skills
- Experience of managing multiple projects at different stages of development
- Excellent communication and people skills
- Strong ICT, report writing and record keeping skills
- Excellent project / design management experience and skills
- Excellent analytical, design and problem solving skills
- Experience of project design, preparation of specifications and costings
- Knowledge and awareness of environmental and heritage designation, including relevant planning and screening environments
- Knowledge of planning and marine area consenting process in Ireland and/or Northern Ireland.
- Hold a full current clean Driving Licence in respect of Category "B" vehicles



Desirable

- Chartered Engineer
- Membership of a professional organisation
- An understanding of civil, building, mechanical and electrical engineering design.
- Experience of working in a marine environment and along the coast
- Possess a good knowledge and awareness of health and safety legislation and regulations and their application in the workplace.
- Possess a good knowledge and experience of environmental and heritage consenting.
- Experience of contract management along with construction knowledge
- Experience in the procurement and management of services and works contracts
- Knowledge quality systems, ISO 9001, implementation and auditing
- Formal project management training

Performance Expectations

- Delivery of effective, low maintenance AtoN design
- Accurate costing and performance estimation
- Strategic input to station planning and design process
- Accountability for design outcomes
- Ability to prioritise work and work to deadlines
- Provide strategic and proactive input into forward planning and design processes.
- Long term plans for continuous improvement and cost efficient operations
- Efficient use of Irish Lights assets
- Commitment to upskilling and personal development.
- Flexible approach to work and working hours and carry out other duties as required
- Commitment to delivering the Irish Lights Safe Seas – Connected Coasts Strategy

Salary

The salary for this role will commence at €67,327 rising to €78,038



Terms & Benefits

Irish Lights offers a comprehensive and very market competitive range of benefits to employees, including a generous range of family friendly/flexible working policies and a commitment to the further development and education of its staff.

Remuneration: An attractive salary range and very generous pension benefits (defined benefit scheme, 27.9% employer contribution) are attached to this role.

Death in service pension benefits: The pension scheme will pay 2 times annual salary to a nominated person(s) in the event of a member's death in service.

Annual Leave: 26 days annual leave.

Sickness Absence Provisions: For employees unfortunate enough to become ill, the Sick Leave Policy provides up to a total of 13 weeks paid leave (less any social welfare payments) in one year, followed by a further 13 weeks half pay (less half of any social welfare payments) thereafter, subject to a maximum of a total of 26 weeks paid sick leave in any four year period. These benefits are enhanced after 3 years satisfactory service.

Location: The role will be based in our Head Office in Dun Laoghaire but will require nationwide travel. A hired car will be provided when business travel is required.

Remote / Blended Working: Irish Lights has developed a new blended working policy, this has been initially implemented on an 8-month trial period starting in July 2022. This will support employees with remote working options whilst maintaining operational delivery and success.

Training and Development support: Irish Lights aims to ensure that all employees have the knowledge, skills and experience necessary to be successful in their roles and to fulfil their career potential and operates a Performance and Development Process through which development can be planned and achieved.

Support with Professional Memberships Fees: Irish Lights supports employees by reimbursing professional memberships fees relevant to the role.

Canteen: Following the lifting of full COVID restrictions, a canteen service and tea/coffee making facilities will be available.

Family Friendly Policies: Irish Lights has a range of family friendly policies that allow employees to balance work with other aspects of their lives. These include Maternity, Paternity, Adoptive and Parental Leave provisions, the majority of which have elements which are enhanced beyond the statutory entitlements.

Employee Assistance Programme (EAP): Irish Lights provides an independent, 100% confidential EAP service, delivered through VHI, offering professional and impartial advice, information and counselling on a range of issues including legal, financial, and health matters. This service is free to employees and is also available to immediate family members.

Occupational Health Service: Irish Lights works with an independent Occupational Health service provider, who provides support and advice for employees who have an illness or a medical condition affecting their ability to work.

Eye sight test: Employees can avail of an eye sight test voucher.

Travel and Subsistence: Travel and subsistence expenses are paid to employees required to travel, in accordance with approved rates.

Car parking: There is onsite car park available to employees at our Dun Laoghaire office.

Taxsaver Scheme: Employees who travel to work using public transport can avail of an Annual Taxsaver ticket which provides significant savings on travel costs.

Bikes for Work Scheme: Employees who cycle to work or use a bicycle on part of their journey can avail of the Bikes for Work Scheme.



How to Apply

Applications with CV and cover letter to be submitted to;

Gemma Gregan, HR Advisor
E: human.resources@irishlights.ie
T: +353 1 2715400

Closing date for applications is close of business on Monday, 26 September 2022.



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The Commissioners of Irish Lights is an equal opportunities employer