

Candidate Briefing Pack

Seafood Educational Engagement Officer (HEO)

**Closing date for applications:
29th July 2024**



BIM is a non-commercial semi-state body, which was formally established by statute (Irish Sea Fisheries Act 1952). It is the Irish state agency responsible for developing the Irish seafood industry. It is an agency of the Department of Agriculture, Food and the Marine (DAFM) and a network of other Government Departments, semi-state agencies, national and international marine partners.

The organisation has four business units: **Corporate Services, Development and Innovation Services, Economic and Strategic Services, Seafood Technical Services**, and these are supported by the office of the CEO. BIM's Head Office is in Dún Laoghaire, Co. Dublin. In supporting the seafood sector, BIM's staff are also strategically located in the coastal communities which they serve, including offices in Clonakilty, Galway and Killybegs. In addition, BIM's two National Fisheries colleges are located in Greencastle, Co. Donegal and Castletownbere, Co. Cork.

BIM's strategy aims to enhance the competitiveness of the Irish seafood sector focusing on the following key strategic priorities:

- Lead and nurture leadership.
- Deliver results with solutions that effect change.
- Invest for long-term growth.
- Protect our environment and our sector.

Our Mission

To support and enable an increase in value creation of an Irish sustainable seafood sector, across the supply chain, from catch to consumer.

Our Vision

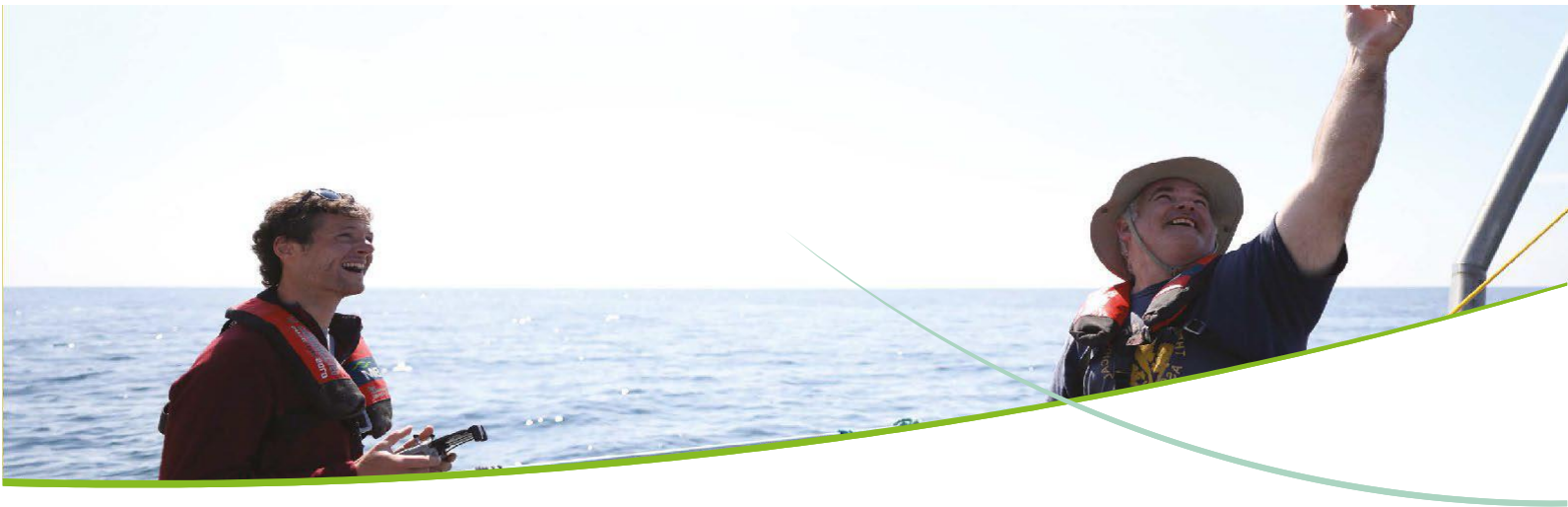
We will partner with the Irish seafood sector in every possible way, with intent and urgency, to identify and drive the changes needed to ensure its sustainable future.

Our Values

Trust
Partnership
Teamwork
Inclusion
Integrity



Role Profile	
Job Title:	Seafood Educational Engagement Officer (HEO)
Contract:	Temporary specified purpose contract for a maximum duration of up to 31st December 2027 (EMFAF)
Location:	BIM Head Office, Dún Laoghaire, Co. Dublin or Regional Offices.
Reporting to:	Skills Development Manager
Business Unit:	Skills Development Services
Overview of Business Unit:	<p>BIM has developed and delivered training programmes for almost forty years and is a QQI-recognised and ISO accredited provider. Each year, BIM delivers over 1,000 formal training places to students. The training programmes offered are specifically aimed at those working in the seafood industry, with specialised training offered to the sea-fishing, aquaculture, retail and seafood processing sectors. This includes programmes in safety at sea, radio communications, certificates of competency, navigation, passenger boat proficiency, commercial diving, fishmonger skills and leadership programmes. These programmes range from short programmes to longer programmes lasting several months.</p> <p>The BIM training facilities and staff are a particularly important, highly visible, and recognisable support for the sector. Many students return to BIM to further their skills and careers. This creates strong links and relationships between BIM and clients. The BIM Training Unit is a multi-site centre delivering training across Ireland. As the Irish seafood industry continues to evolve, the role of BIM is to provide support and services to upskill those who work in or may enter the industry.</p> <p>BIM launched a new Skills strategy '<i>The Next Wave. BIM Skills Strategy for a Sustainable Seafood Sector, 2023-2028</i>'. The ambitions and goals of this strategy will support the Irish seafood sector to navigate the challenges and opportunities of future years. The vision is of a sector that is widely recognised and appealing, offering a diverse and rewarding career path, supported by a modern, safe and professional talent pool.</p> <p>This ambition will be addressed by a strong focus on building awareness of the training offered by BIM, and highlighting the diverse, rewarding careers in the sector.</p>



Overview of Role

The role will work within the unit to support the delivery of the BIM Skills Strategy, with a particular focus on attracting new entrants to the seafood sector and creating and promoting career paths in the seafood sector. It is BIM's intention to increase the number of new entrants across the sector, through highlighting the opportunities that exist for an exciting and fulfilling career, from fishing and aquaculture, to engineering and marketing.

Research has shown that parents, students, and career advisors are not fully aware of the variety of careers which the seafood sector can offer. BIM will undertake clear actions to address this, such as increasing awareness of the diversity of roles that the seafood sector can offer to new entrants. BIM will promote the high-tech, fast-paced and high value nature of the sector and the significant career opportunities this brings. We will deliver a communications campaign to improve the perception of the seafood sector as a dynamic, exciting one in which to build a career.

There is a significant opportunity for BIM to create and promote clear, progressive career paths for those within the seafood sector. In the absence of this career pathway, new entrants may not be encouraged to join the sector or existing staff may leave if they cannot see clear progression opportunities.

This role will be responsible for the design, development, delivery and reporting of modern, innovative programmes aimed at highlighting careers and upskilling supports within the Irish seafood sector, to a range of students, industry and educational stakeholders.



Background to Requirement

BIM is the Irish State agency responsible for developing the Irish seafood industry. It supports the Irish seafood industry and communities in ensuring that aquatic and maritime resources are used sustainably.

The EMFAF (European Maritime Fisheries and Aquaculture Fund) runs from 2021 to 2027 and supports the EU Common Fisheries Policy (CFP), the EU maritime policy and the EU agenda for international ocean governance.

The vision of the EMFAF is to *'To support a resilient, climate smart, environmentally sustainable and profitable Irish seafood sector in order to maximise its contribution to jobs and growth and maintain the economic and social activities of our most vibrant and sustainable coastal communities'*.

Ireland has secured funding under the EMFAF to support the implementation of EMFAF.

Mission Two of the EMFAF aims to support *'An Innovative, Competitive and Resilient Seafood Sector, driven by Technology and Talent'*.

Specifically, this will include supports to:

- 1 - Support innovation in all sectors.
- 2 - Promote generational renewal and the health and safety of all seafood sector workers.
- 3 - Support small scale coastal fisheries.
- 4 - Support sustainable economic development and resiliency in all seafood sectors.
- 5 - Promote knowledge transfer and the development of lifelong skills (including digital literacy in all sectors).

To enable the delivery of this vision and mission, BIM will develop and deliver a range of initiatives to build awareness of careers in the Irish seafood sector, and support development of skills for a modern, professional seafood sector.



Key Responsibilities

- Mapping of seafood careers and maritime skills.
- Assess how other sectors in Ireland and abroad have addressed the challenge of attracting entrants to the sector.
- Create a BIM seafood careers promotion framework covering all skills training provided by BIM. This will communicate how BIM will promote training and our target audience.
- Attend educational, industry and career events to promote seafood careers and skills.
- Develop programmes including a Transition Year Seafood Careers Model.
- Investigate opportunities to develop a seafood sector wide promotional platform and vehicle, similar to the BIM Aquaculture Remote Classroom (ARC), to visit schools and career events. This will promote both online and face-to-face training and career opportunities within the broader seafood sector.
- Undertake and meet key strategic goals as outlined in the BIM Skills strategy.
- Reporting on engagement, impact and KPIs (Key Performance Indicators) related to the role and programme.
- Project administration (budget, procurement and management of service providers).
- Project management and work planning.
- Development and delivery of digital content.
- Management of GDPR matters.
- Development of annual work plans and budgets.
- Build knowledge of the seafood sector with teachers and careers advisors.
- Develop projects to bring the Irish seafood sector onto the national educational curriculum.
- Building links with career advisors and teachers to promote awareness of careers in the seafood sector.
- Other duties may be assigned.



Essential Experience and Qualifications

- Relevant third-level qualification.
- Experience in developing / delivering educational outreach programmes.
- Good engagement skills and ability to work with and effectively communicate with clients and stakeholders, especially students of all ages.
- Effective organisation and administration skills.
- The ability to prioritise and meet deadlines.
- Good written, verbal and presentation communication skills, to act as an ambassador for BIM and the seafood sector.
- Full clean driving licence and access to own transport, as the role will require regular travel.

Desirable Experience and Qualifications

- Master's degree level education.
- Previous experience of developing / delivering educational outreach programmes.
- Understanding of the Irish seafood or maritime sectors.
- Ability to communicate results to a diverse range of stakeholders.

Personal Attributes Required for the Position

- Good personal organisational and priority-setting skills.
- Proven track record of working with diverse partners to achieve shared goals.
- Capable of working independently as well as being an effective team player, with initiative and creativity.

Contacts

Within BIM	Colleagues across the BIM Skills Development Services Unit, as well as a wide range of colleagues across BIM, to enable a cross organisation approach to promoting careers and skills within the seafood sector.
Outside BIM	DAFM, MSO, project partners, industry stakeholders, third-level higher education sector.
Training	Training needs will be identified through our Performance Management System.



Terms and Benefits

Salary

Remuneration is in accordance with the Public Sector, Department of Finance approved Salary Scale for Higher Executive Officer with a salary range €56,556 to €71,227 (as of 1st June 2024) per annum pro-rated with time worked.

Appointment will be at the first point of the pay scale unless the candidate is currently employed within the public services.

You will become a member of the Single Public Service Pension Scheme if you are not currently a member of a public sector pension scheme (or have not been a member in the past six months). Salary and Pension Scheme are subject to public sector approved norms and take account of recent service in the public sector in line with relevant circulars and rules.

Annual Leave

Annual leave entitlement for this role is 29 working days per annum pro-rated to reflect time worked. Annual leave entitlements are exclusive of Public Holidays. All leave must be approved in advance in line with BIM leave policies, by your manager or their authorised representative.

Employee Assistance Programme (EAP)

BIM provides an independent, confidential EAP service, delivered through an external expert provider, 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

BIM 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.

Visual Display Unit

Employees can avail of up to €117 back on an eye test.

Travel and Subsistence

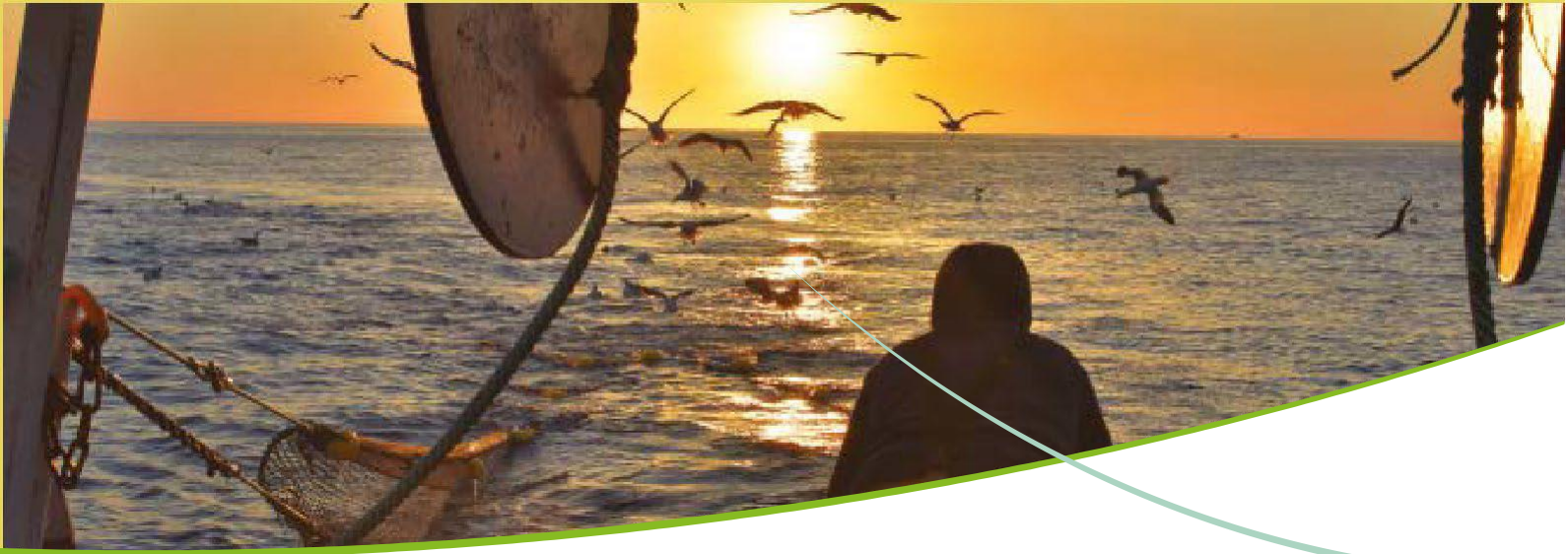
Travel and subsistence expenses for work are paid to employees required to travel for work, in accordance with approved rates.

Taxsaver Commuter Scheme

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

Cycle to Work Scheme

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



How to Apply

A full C.V. together with a letter of application and [BIM Vacancy Application Form](#), summarising experience and skill-sets applicable to the position should be emailed to:

jobs@bim.ie

The closing date for applications:

29th July 2024

Please note that there may be more than one interview stage in the recruitment process for this role and that BIM may request the selected candidates to present a short presentation on a pre-selected topic at the final interview stage. Please note that late applications will not be accepted.

This is an Higher Executive Officer Grade and BIM is aligned with the Public Appointment Service Competency Model [PAS Competencies](#).

Use of Data

All personal data and information submitted for this application will be solely for the purpose of this campaign, after which it will be deleted in line with BIM's General Data Protection Regulation Policy and Data Retention Schedule.

All information will be treated with the strictest confidence and accessed only by those directly involved in the campaign.

Any queries in relation to this role should be emailed to jobs@bim.ie

BIM is an equal opportunities employer.



Investors in
Diversity

SILVER