

<b>ROLE PROFILE</b>	
<b>Job Title:</b>	<b>Deputy Harbour Master</b>
<b>Level:</b>	<b>Management Band 3</b>
<b>Reporting to:</b>	<b>The Harbour Master</b>
<b>About Us</b>	<p>Dublin Port is Ireland’s largest and busiest port with approximately 17,000 vessel movements per year. As well as being the country’s largest port, Dublin Port has the highest rate of growth and, in the seven years to 2019, total cargo volumes grew by 36.1%.</p> <p>Within the Harbour Function Dublin Port operates 24/7/365 services of VTS, pilotage and tugs. The Harbour office manages and controls the shipping movements across the jurisdiction being from the Matt Talbot Memorial Bridge eastwards to Dublin Bay within which are the narrow channel, fairway, traffic separation schemes, anchorage and pilot boarding grounds.</p> <p>The vision of Dublin Port Company is to have the required capacity to service the needs of its customers and the wider economy safely, efficiently and sustainably.</p> <p>Dublin Port will integrate with the City by enhancing the natural and built environments. The Port is being developed in line with Masterplan 2040.</p> <p>Dublin Port Company’s mission is to:</p> <ul style="list-style-type: none"> <li>• Foresee the requirements and demands for additional Port infrastructure and make our investments on time</li> <li>• Plan and implement capital projects needed to provide port capacity</li> <li>• Optimise the use of land, facilities and infrastructure in the Port</li> <li>• Provide port infrastructure to be operated efficiently, competitively and sustainably</li> <li>• Identify, evaluate and manage large infrastructure development projects</li> <li>• Ensure business risks are assessed and mitigated in all areas, particularly safety, security, business continuity and the environment</li> <li>• Create linkages between the Port and the City so that the heritage of the Port becomes an integral part of the heritage of the City</li> <li>• Seek to create value for all stakeholders including our shareholder, customers, employees and neighbours</li> </ul>
<b>Role Context and Description</b>	<p>Dublin Port Company is recruiting for the role of Deputy Harbour Master. This is a senior marine management role that will include significant day to day operational management, analysis, communications and decision-making. Planning, engagement and collaboration with stakeholders are key to achieving safe and efficient port operations, and the objectives of the Masterplan.</p> <p>The role involves responsibilities during office hours and an on-call capacity in collaboration with the wider Harbour Master team.</p>

<p><b>The Person we are looking for</b></p>	<p>The person we are looking for will have :</p> <ul style="list-style-type: none"><li>• Significant marine management experience and decision-making skills.</li><li>• The ability to communicate positively in a learning and collaborative environment with a diverse range of stakeholders.</li><li>• The ability to manage and support the Dublin Port marine teams and shipping requirements within 24/7/365 rosters with all the challenges of the marine, commercial and weather environments within the context of Dublin Port customer requests, the Harbours Act 1996 (as amended), The Code of Practice for Health and Safety in Dockwork and the ethos of safety management systems.</li><li>• Extensive knowledge of pilotage and ship handling.</li><li>• Experience in undertaking mid-long term projects to develop systems and training in line with best practice and changing regulations.</li><li>• Experience in team-building, conflict resolution and mentoring such that mature and credible relationships are maintained with staff and stakeholders.</li><li>• Experience in preparation and control of financial budgets.</li><li>• Good knowledge of I.T. systems</li><li>• Values of trust, respect, excellence, flexibility and change.</li></ul>
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<p><b>Key Responsibilities</b></p>	<ul style="list-style-type: none"> <li>• Responsibility for the day to day management of the Harbour team.</li> <li>• Build effective relationships with stakeholders including staff.</li> <li>• Act as the first point of contact for day to day marine operations.</li> <li>• Deputise for the Harbour Master to regulate and be responsible for the movement and safety of all commercial shipping and leisure craft within the DPC area of jurisdiction through the use of the Vessel Traffic System (VTS) and Port Management Information System.</li> <li>• Manage all movements of commercial shipping and leisure craft through the issuance of Bye-Laws and DPC Notice-to-Mariners.</li> <li>• Manage, administer and supervise the allocation of berths including the berthing and un-berthing of ships.</li> <li>• In collaboration with the Harbour Master manage and administer the pilotage, towage and pilot launch service.</li> <li>• Ensure compliance of the Oil Jetty Operations with the Dangerous Substances Act 1979.</li> <li>• Maintain close liaison with other local and regulatory authorities.</li> <li>• Ensure continuing compliance by all Port Facilities with the requirements of the I.S.P.S. Code as a Port Facilities Security Officer (PFSO).</li> <li>• Ensure that all measures are in place to minimise oil pollution and that the regulatory Oil &amp; HNS Spill Contingency Plans are in place and updated where necessary.</li> <li>• Carry out any such duties as required for the investigation and supervision and clearance of oil pollution.</li> <li>• Be responsible for the preparation, implementation and supervision of the Marine based sections of the DPC Emergency Management Plan.</li> <li>• Coach and mentor teams to ensure a cohesive approach across the marine operations including performance, development, reward, diversity, wellbeing.</li> <li>• Lead pre-shift briefings, toolbox talks and staff meetings to ensure clear communication and operational planning.</li> <li>• Assist with local informal, and formal, industrial relations processes and engagements with a view to solving disputes as near to the point of origin as possible</li> <li>• Work closely with the Harbour master to ensure the Harbour Function is safe, efficient and fit for purpose in the context of the Masterplan.</li> <li>• Maintain accurate and appropriate records in a timely manner</li> </ul>
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<p><b>Key Competencies</b></p>	<ul style="list-style-type: none"> <li>• <b>Safety Management</b> – able to apply safety regulations in a credible and trusted manner by way of the Harbours Act, Bye laws and Notices to Mariners.</li> <li>• <b>Influencing, Negotiation and Diplomacy</b> – able to influence the views and behaviours of others through persuasion and encouragement</li> <li>• <b>Relationship Building</b> – identify, initiate and maintain key working relationships</li> <li>• <b>Questioning and challenging</b> – to get to the root of people and operational issues, able to challenge constructively and confidently</li> <li>• <b>Planning and Organising</b> – plans and organises tasks and work responsibilities to achieve objectives and safe operations</li> <li>• <b>Judgement and Decision making</b> – uses sound judgement to make good decisions based on analysis of information, experience, business need, risks and governance. Considers all relevant facts and alternatives before deciding on the most appropriate action</li> <li>• <b>Communication</b> – expresses thoughts and ideas in a clear and concise way using a style that is appropriate to the audience so as to engage and gain buy in</li> <li>• <b>Team Player</b> - actively and positively participates in a team</li> </ul>
<p><b>Qualifications, experience and required skills</b></p>	<p><b>Must Have:</b></p> <ul style="list-style-type: none"> <li>• STCW II/2 Unlimited Master Mariner’s Certificate of Competency valid for service in the Irish Mercantile Marine.</li> <li>• Significant experience as ships master or within a harbour master management team.</li> <li>• Expert knowledge of pilotage, PECs, ship handling and the impacts of human factors, environmental conditions and safety culture.</li> <li>• Demonstrable leadership experience of operational teams.</li> <li>• Ability to interpret legislation and apply the requirements of same in a credible manner.</li> <li>• Ability to carry out investigations, write reports and use influence to achieve positive change within a learning environment.</li> </ul> <p><b>An Advantage but not Essential:</b></p> <ul style="list-style-type: none"> <li>• Additional 3<sup>rd</sup> level qualifications in a related shipping / harbour area.</li> <li>• Qualifications and experience in auditing / safety management system lifecycles.</li> <li>• Experience of mentoring / human factors.</li> </ul>

<p><b>In order to be successful we need someone who is</b></p>	<ul style="list-style-type: none"> <li>• Ethical, with strong personal integrity and professional courage</li> <li>• Confident and resilient</li> <li>• Comfortable and considered when managing significant operational risk</li> <li>• A problem solver</li> <li>• An excellent communicator</li> <li>• Energetic and optimistic</li> <li>• Computer literate</li> <li>• Compassionate and fair</li> <li>• Collaborative and inclusive with the ability to empathise with a situation while still being able to assess it objectively</li> <li>• As comfortable giving a presentation to senior managers as speaking at a toolbox talk to colleagues</li> <li>•</li> </ul>
<p><b>Barriers to success in role</b></p>	<ul style="list-style-type: none"> <li>• Communication style is unsuited to the role</li> <li>• Insufficient attention to detail or ability to assess risk</li> <li>• Inability to build and maintain relationships</li> <li>• Not a team player. Poor team building and collaborative skills</li> <li>• Poor customer service mentality</li> <li>• Reactive not proactive style</li> </ul>