

# Job Description



SMRU Consulting  
Europe • North America • Asia Pacific

## Core job information

<b>Job Title</b>	<b>Project Scientist</b>	<b>Working hours per wk</b>	Full time; 37.5 hrs per week
<b>Reports to (job title)</b>	Technical Director	<b>Direct Reports:</b>	None

## Job purpose

The main purpose of the Project Scientist is to undertake a range of activities to support the delivery of contracts. They will be active members of the Science Team and contribute to the day-to-day delivery of practical applied scientific advice and services in relation to marine mammals. This role encompasses applied scientific techniques, various support activities and contribution to contract/grant delivery alongside the development of project management skills. By assisting in the development and delivery of a number of projects which are required by SMRU Consulting, but also which capitalise on and expand your expertise and specific skills, the Project Scientist will assist SMRU Consulting in becoming the partner of choice of those organisations with an interest in sustainable development of the marine environment.

## Main Duties and Responsibilities of the Role

1. Assist with providing technical knowledge and practical expertise in marine mammal science to support project needs
2. Assist with preparing tenders and proposals
3. Supporting project managers to ensure that projects are delivered on time and to budget
4. Co-ordination of sub-contractors or other as required
5. Be an active member of the Science Team, identifying science or knowledge gaps, horizon scanning for future opportunities and communicating these to the team.
6. Taking an active role in the growth and profitability of the business by engaging with existing clients and developing new business as appropriate
7. Liaison with industry, academia, government Regulators and Statutory Agencies
8. Assist with maintenance and improvement of internal company systems and processes
9. Assist with maintenance of company profile, including: website and social media, project summaries, reports, news and blogs

It is expected that this job description be read in conjunction with the relevant person specification and competency framework.

This job description sets out the duties of the post at the time it was drawn up. Such duties may vary from time to time without changing the general character of the duties or levels of responsibilities and the tasks identified act as a guide only.

You will be required to self-manage and to prioritise the workload in order to enable you to meet work deadlines as required.

# Person Specification

This details the attributes e.g. skills, knowledge/qualifications and competencies which are required in order to undertake the full remit of this post.

<b>Knowledge, Skills &amp; Experience</b>			
Attributes	Essential Requirements	Desirable	Means of Assessment
<b>Education &amp; Qualifications</b> (technical, professional, academic qualifications and training required)	<ul style="list-style-type: none"> <li>Educated to degree or post-graduate level in marine biology</li> </ul>	<ul style="list-style-type: none"> <li>Full drivers licence</li> </ul>	Application and Evidence
<b>Relevant Experience</b> (examples of specific experience and knowledge sought)	<ul style="list-style-type: none"> <li>Undertaken research on marine mammals, including report writing and data analysis</li> <li>Field-based data collection or experience of working with a range of practical techniques (e.g. CPOD deployments, visual surveys, photo id, site visits and good marine mammal ID skills.</li> <li>Worked with stakeholders or organisations from a range of sectors/background</li> </ul>	<ul style="list-style-type: none"> <li>Experience of working within a consultancy or commercial organization</li> <li>Experience of data analysis within the R software environment</li> <li>Experience of using GIS to create maps and</li> <li>Experience with website blogging, maintenance and professional/brand-focused social media</li> </ul>	Application and Interview
<b>Competencies &amp; Skills</b> (e.g. effective communication skills, initiative, flexibility, leadership etc)	<ul style="list-style-type: none"> <li>See below</li> </ul>		Application and Interview
<b>Customer engagement and influencing</b> <ul style="list-style-type: none"> <li>Actively seeks to identify, understand and give priority to customer requirements</li> <li>Routinely thinks and acts in accordance with the needs of the customers and wider community</li> </ul>			
<b>Managing self</b> <ul style="list-style-type: none"> <li>Displays commitment to, and takes responsibility for, the direction of personal and organisational development</li> <li>Proactively seeks to continuously improve own performance and does not accept sub-standard outputs and actions</li> </ul>			
<b>Planning &amp; delivery of work</b> <ul style="list-style-type: none"> <li>Plans and organises work to meet individual, team and Company objectives whilst achieving quality and value for money</li> </ul>			
<b>Working with others</b> <ul style="list-style-type: none"> <li>Takes responsibility to build and maintain positive relationships and values the opinion of others</li> </ul>			
<b>Communicating with others</b> <ul style="list-style-type: none"> <li>Communicates effectively, both verbally and in writing</li> <li>Makes complex issues understandable to non-specialists</li> <li>Varies the way, ideas and information are communicated ensuring the message is understood</li> </ul>			

<ul style="list-style-type: none"> <li>Familiar with the role of social media and the internet for the sharing of information</li> </ul>	
<p><b>Data management &amp; administration</b></p> <ul style="list-style-type: none"> <li>Assesses and interprets information in order to identify issues or problems.</li> <li>Works comfortably with information and communication technologies, for example, generic desktop packages and bespoke systems</li> </ul>	
<p><b>Challenge, managing change and continual improvement</b></p> <ul style="list-style-type: none"> <li>Takes personal responsibility to support opportunities for positive change and actively looks for ways to improve what they do</li> <li>Continually looks to improve their skills, knowledge and the way they work, showing courage and confidence to speak up</li> <li>Showing courage and confidence to speak up</li> </ul>	
<p><b>Setting direction</b></p> <ul style="list-style-type: none"> <li>Understands how own role contributes in achieving the company's and personal objectives and goals</li> <li>Considers the information, identifies opportunities and makes timely decisions with regard to progressing and improving forward on team and personal tasks</li> </ul>	
<p><b>Technical Competencies (Scientific)</b></p> <ul style="list-style-type: none"> <li>Provides competent scientific input into delivery and engages with industry and other stakeholders to properly assess their requirements. As well as a background in marine mammal ecology, is skilled in at least 2 of the following areas: <ul style="list-style-type: none"> <li>Noise impact assessment</li> <li>Data analysis using R software and experience of developing your own code</li> <li>Geographical Information Systems</li> <li>Practical field work (e.g. boat handling, deployment of equipment, survey techniques)</li> <li>Experimental design, including survey design</li> <li>EIA principles, methods and legislation</li> </ul> </li> </ul>	

<p><b>Attitude &amp; Disposition</b></p>	<ul style="list-style-type: none"> <li>Flexible and adaptable</li> <li>A 'growth mindset' and a positive nature</li> <li>Willing to work away from the office in the field or collaborate with overseas project teams as required (offshore, UK or overseas and/or different timezones)</li> <li>Can work independently and as part of a small team</li> <li>Strong sense of integrity</li> <li>Willingness to contribute to projects that may be outside current areas of expertise</li> </ul>	<p>Application and interview</p>
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**Essential Criteria:** Requirements without which a candidate would be unable to understand the full remit of the role. Applicants will normally be rejected at the shortlisting stage.

**Desirable Criteria:** Requirements which would be useful for the candidate to have. When short listing, these criteria will be considered when more than one applicant meets the essential requirements.