

THE EUROPEAN MARINE ENERGY CENTRE

JOB DESCRIPTION AND PERSON SPECIFICATION

OPERATIONS & TECHNOLOGY DIRECTOR

Reports to: Managing Director

Purpose: To maintain all EMEC assets safely and ensure that they are available for use as required. To lead EMEC's operational, technical, and project delivery activities to ensure safe, efficient, and high-quality outcomes. To ensure that the flow of operations information to the Managing Director and the board is effective. To shape EMEC's strategic direction while driving innovation and maintaining exceptional service standards for clients.

Responsibilities:

1. Strategic Leadership

- Work with the leadership team to develop and execute EMEC's strategic vision and technical roadmap.
- Represent technical and delivery matters to the EMEC Board.
- Champion a culture of safety, professionalism, and innovation.

2. Operational & Technology Leadership

- Develop and control operational budgets to ensure EMEC has the resources required to meet its objectives within agreed financial parameters.
- Ensure safe and efficient delivery of all projects within scope, time, quality and budget.
- Lead the development of technical capabilities to meet evolving client needs.
- Enhance operational systems and processes to maintain EMEC's position as a global leader.
- Direct and control supply chain operations.
- Foster strong relationships with clients, stakeholders and the local community.
- Develop and implement policies and procedures to ensure core operational functions achieve business objectives. Drive continuous improvement in processes and quality management.
- Evaluate company performance by gathering, analysing and interpreting data and metrics.
- As EMEC's main advisor on all issues relating to operational functions, keep abreast of latest developments to ensure EMEC's competitive position.

3. People Leadership

- Lead and inspire multidisciplinary teams, ensuring competencies align with operational and technical demands.
- Promote a culture of collaboration, accountability, and professional growth.
- Maintain working relationships with other Directors to ensure effective co-ordination of EMEC's activities in support of corporate objectives.

- Oversee recruitment, training, and performance management to build a high-performing team.
4. Ensure that the EMEC Integrated Management System is adhered to and assist the Quality Manager and others with identifying and progressing improvement actions, supporting EMEC's accreditation by the UK Accreditation Service (UKAS) or other relevant body.
 5. From time to time carry out other assignments which may differ from the above as instructed by the Managing Director.
 6. Work closely and flexibly with all EMEC staff from across the business.

Reports: The post holder will have direct line management responsibility for the posts identified in the organisation chart. They will collaborate across teams to enhance EMEC's operational effectiveness and commercial focus.

In the absence of the Managing Director, the incumbent will deputise for them in respect of any decision to be taken in relation to operational activities.

Person Specification:

Education

Essential – Degree in a relevant technical or engineering subject or equivalent experience.

Desirable – Further degree in a relevant/complementary subject. Professional qualification, chartered engineer or equivalent.

Skills & Knowledge

Essential - Excellent verbal communicator and negotiator. Strong leadership skills. Analytical skills to evaluate data and performance/ operation metrics. Good level of numeracy and written communication. Computer literate in MS Office products and ability to understand and use (where necessary) more sophisticated software applications relevant to Operations. Well-developed sense of the implications of running a 24/7 operation involving the marine environment and technical complexity. Background in technical consultancy or project delivery

Desirable – knowledge of marine operations and electrical engineering standards. Experience in commercial environments, financial controls, and complex systems. In depth knowledge of diverse business functions and principles eg supply chain, customer service, risk management, asset management

Personal Attributes

Essential – Self-motivated individual with strong effective inter-personal skills. Team player. Ability to interact well and familiarise with other disciplines, especially regarding unfamiliar technical aspects. Naturally creates effective teams which maintain a safe operational environment. Ability to work under own initiative whilst maintaining good communication with the MD and other colleagues. Strong judgement skills and ability

to make a decision. Well-developed sense of responsibility and integrity. Ability to instil trust and confidence. Positive bias towards renewable forms of energy.

Experience

Essential – 10 –15 years of post-education experience, including operational leadership and risk management in a marine environment. Experience in a commercially run service industry. Proven ability to manage multidisciplinary technical teams across multiple locations.

Desirable – Some exposure to the conventional and/or renewable energy sectors. Experience in a service delivery engineering consultancy. Demonstrated hands on offshore operational experience.

Special Conditions Associated with the Role

1. The incumbent will be located in Orkney however travel within the UK and overseas may be required from time to time.