**Marine Geophysics Manager – Role Specification**

**Role Attributes**

* As the Marine Geophysics Manager your role is to manage the marine geophysics team across all offices, to impart a clear vision of success of the team, and in turn contribute to company business success.
* You will integrate the team fully in the process of innovation and improvement; and assess the impacts of change on performance to adapt and improve in a continuous cycle of plan, do, check, act.
* You are responsible for building and managing an effective team and have line management responsibilities, including undertaking appraisals and ensuring compliance, in accordance with company policies. You will identify the skills gaps among team members, and provide for their training, mentoring and coaching needs, helping them to develop their skills and advance their careers.
* Using your technical knowledge and understanding of how geophysics surveys sit within the planning system, you will promote the benefits of high-quality survey and deliverables to existing and new clients. You will identify new business opportunities, sectors and services, to develop and grow the business and work with the operations team to deliver these services.
* A high level of technical knowledge is crucial to your role and you have responsibility for the tendering, setup, acquisition, data processing, interpretation, preparation of project deliverables and Quality Control. You will set goals and objectives, and develop strategies to meet targets, deliver high quality outcomes and to increase efficiency, within the company’s documented Quality Management System.
* As well as the management tasks outlined above, you will also undertake project management involving tendering, activities, deliverables and finances of projects. You will employ strategies to maximise the outcomes of the project and ensure successful completion of projects meeting quality and financial targets.
* Active management of risk is a key element of your role, ensuring the safety of staff working on your projects and tasks conducted under your direction.
* Effective and appropriate communication is a central part of your role, and you will show leadership in mediating and resolving complex and sometimes difficult and unforeseen situations, involving clients, suppliers, professionals and colleagues, ensuring the continued smooth running and high quality of the business;
* Your conduct should always be exemplary and appropriate, reflecting to the outside world the vision and values of the company, while providing a role model for your peers and those you manage.

**Behavioural Attributes**

* Be visible, accountable and trustworthy;
* Be optimistic and a positive influence, inspiring creativeness and innovation in others;
* Provide for the mentoring, coaching and training of your team;
* Provide encouragement, recognition and reward when it is due;
* To be assured and confident in your work and personal interactions.