



ADUR & WORTHING
COUNCILS
Environmental Services

Person Specification

Authority	Adur District Council / Worthing Borough Council	
Directorate/Division	Communities / Environmental Services	
Section	Parks and Foreshore	
Post Title	Foreshore Inspector	
Post Number	TBC	
Accountable To	Senior Foreshore Inspector	
Management Responsibility For	Seasonal Safety Boat Operators	
Authority to Liaise With	<p>Internal</p> <ul style="list-style-type: none"> • Other officers of the Councils • Members of the Councils • Concessionaires <p>External</p> <ul style="list-style-type: none"> • Members of the public • Fishermen • Emergency Services • Lancing Parish Council • Royal National Lifeboat Institute (RNLI) • Maritime and Coastguard Agency (MCA) • Royal Yachting Association (RYA) 	
Area	Requirements	
Qualifications	Essential	Desirable
	<ul style="list-style-type: none"> • RYA Level 2 Power Boat Certificate • Confident Swimmer • Full Current Car Licence • VHF Radio Operators Licence as per Ofcom regulations • PWC Competent 	<ul style="list-style-type: none"> • RYA Safety Boat Certificate • RYA Sea Survival Certificate • Emergency First Aid at Work Qualified • Power Boat level 2 and PWC instructor • Lantra – Tractor driving certificate of Competence

Knowledge & Experience		
(e.g. Technical, Administrative, Managerial – use one or more categories as appropriate)	<ul style="list-style-type: none"> • An all-round knowledge of Water Sports (kite surfing, windsurfing, speed boating, use of PWC's) • Knowledge of relevant Marine and Coastal Bye-laws and PSPO's • Ability to operate VHF radio equipment and GPS equipment • 2 years' experience in boat handling (planning) • Good understanding of Health & Safety implications of a safety boat service 	<ul style="list-style-type: none"> • Experience of carrying out and reviewing risk assessments • Ability in operating 4 wheel drive All-Terrain Vehicle
Skills		
Communication/ relationship	<ul style="list-style-type: none"> • Excellent verbal communication skills for dealing with: team members, members of the public, HM Coastguard, Police, Ambulance Service and RNLi and Fire and Rescue Service • Excellent verbal and written communication skills • Able to deal sensitively and sympathetically with the public in all forms of communication • Able to deal with irate and upset people in a calm, sympathetic, tactful and respectable manner • Able to work as part of a team or own initiative 	
Analytical/ judgmental	Ability to exercise sound judgement in enforcing / educating public regarding by-laws and PSPO's including rescue situations and boat launch and recovery operations	

Planning/ organisational	<ul style="list-style-type: none"> • Able to build effective working relationships within the team 	<ul style="list-style-type: none"> • Organise and carry out on-the-job training and familiarisation
IT	<ul style="list-style-type: none"> • Ability to use Microsoft Office, Google Mail and different software packages • To be 'computer literate' including good keyboard skills 	
Physical	<ul style="list-style-type: none"> • Physically fit to achieve Marine Medical Standards (ML5 Medical Certificate) • Ability to operate machinery i.e. (4 wheel drive ATV), Powerboats and electric winch • Able to use/drive Tractor and winch for launch and recovery of boats 	
Abilities		
Mental	<ul style="list-style-type: none"> • Commitment to delivering a high quality service • Ability to keep calm and focused when under pressure • Able to respond quickly and efficiently to unplanned situations • Be a self-starter • Have a positive outlook • Able to motivate team members • Confident to use initiative • Confident, flexible, approachable, team leader, committed and self-motivated 	
Emotional	<ul style="list-style-type: none"> • Confident, flexible, approachable, team leader, committed and self-motivated 	

Working conditions	<ul style="list-style-type: none">• Ability to exercise a high quality customer focussed service when faced with challenging circumstances both on land and on the water	
<p>Other:</p> <p>Must work regular weekends and public holidays according to the needs of the service and shift pattern</p>		