

## **Position Description**

### **POSITION TITLE**

Seabed 2030 **Head of Partnerships**

### **POSITION SUMMARY**

The General Bathymetric Chart of the Oceans (GEBCO) and The Nippon Foundation are seeking an experienced professional to join the Seabed 2030 Project leadership team and to work alongside the Project's Global and Regional Data Assembly & Coordination Centres. The Project vision is to produce the definitive, high resolution bathymetric map of the entire world's oceans by 2030. This initiative is driven by the motivation to empower the world to make policy decisions, sustainably use the ocean and undertake scientific research based on detailed bathymetric information of the Earth's seabed. Seabed 2030 is a supporting pillar UN Decade of Ocean Science and, as such is endorsed as a Decade Programme.

Working for the Project Director the Head of Partnership postholder will work closely with the Project Administrator and Data Assembly & Coordination Centre teams to support the Seabed 2030 Project Team in delivering its mission.

The Head of Partnerships will have responsibility for day-to-day management of the internal work plan and staff effort whilst also sharing the effort required to manage the extensive formal partnerships already in place with the Seabed 2030 Project. There will be a need to focus on "account management" with our growing number of key MOU strategic partners. This will include focus on how best to establish, maintain and develop strong working relationships that promote mutual requirements whilst also promoting the position of Seabed 2030.

There will also be a requirement to provide high level supervision and direction of a range of media activities and also input to support the Project Director in planning, budgeting and achievement of Project milestones.

Successful applicants will have proven experience in media communications, stakeholder management and working well with culturally diverse groups of people and organizations. They will have a track record of cultivating mutual respect, collaboration, and delivering results in a fast-paced environment.

### **ACCOUNTABILITY**

The Head of Partnership is accountable to the Seabed 2030 Project Director.

### **DIRECT REPORTS**

1. None.

### **LOCATION**

The position location will be mutually agreed by the successful candidate and Seabed 2030 Project Director, with a preference to a location in proximity to one of the Global or Regional Data Assembly & Coordination Centres.

### **POSITION TENURE**

Initially a three-year position with right of renewal if mutually agreed. It is envisaged that this will be 0.5FTE part-time role in the first year rising to 0.80FTE in second and subsequent years

### **RESPONSIBILITIES**

1. Ownership of the Seabed 2030 Work Plan and management of deliverables to time and quality; and troubleshooting barriers to progress.
2. Maintaining the necessary arrangements to track effectiveness of internal communications.
3. Supervision and direction of a range of external media activities.
4. Working with the professional external media team and others to track effectiveness of external communications.
5. Helping the Project Team to build and foster an effective Seabed 2030 network of partners that includes international mapping initiatives and projects, key international marine partners, commercial organisations, industry, academic institutions, government agencies and NGOs.
6. Formulating and delivering an MOU stakeholder management plan.
7. Supporting the implementation and monitoring of the Seabed 2030 Project as outlined in the Seabed 2030 Project Business Plan and other associated project documentation.
8. Providing input as required to periodic and ad-hoc reports on project deliverables, status and progress.
9. Contributing to the timely formulation of a draft annual work plan and associated draft budget.

### **PERSONAL QUALITIES AND EXPERIENCE**

1. Demonstrable experience and expertise in networking with commercial organisations, academic institutions, government agencies and NGOs.
2. Understanding of media communications and marketing ideally related to themes of the bigger picture particularly in relation to science and the environment.
3. Strong interpersonal skills including networking, communication, navigating cultural differences and working at pace.
4. Creative and innovative approach, prepared to challenge the status-quo
5. The ability to clearly articulate and present to stakeholders
6. Willingness to travel internationally up to 20%

### **ASSOCIATED DOCUMENTS**

- The Nippon Foundation – GEBCO – Seabed 2030 Roadmap for Future Ocean Floor Mapping
- Seabed 2030 Project Business Plan
- GEBCO website (<http://www.GEBCO.net>)
- Seabed 2030 website ([seabed2030.org](http://seabed2030.org))