

## OVERVIEW

The Fundy Ocean Research Center for Energy (FORCE) is Canada's lead test centre for tidal energy technology. FORCE works with industry, government, and researchers to study the interaction between tidal turbines and the Bay of Fundy environment.

FORCE is preparing to install approximately 11 kilometres of submarine cable to connect tidal turbines to the provincial power grid. In addition, FORCE continues to conduct independent environmental monitoring and research. Providing reliable data is essential to our mandate; acquiring data for Minas Passage, a high-flow channel, is challenging.

To assist in both these areas, FORCE seeks a person knowledgeable in the design, construction, deployment, operation and maintenance of marine underwater electronic equipment.

The new **Manager of Marine Operations** will advise the board and senior staff of FORCE on marine operations and equipment, and will manage FORCE's marine activities.

Please see job description for more details.

### Terms

This is a full-time, two-year contract (until March 31, 2014, possibly longer). Compensation will be based on qualifications and experience.

**Commencement:** Feb 29, 2012

**Location:** Nova Scotia (must be able to travel within province)

### Applications

FORCE will accept submissions until 4:00 pm (AST), Monday February 6, 2012. Please email your CV and letter of introduction in confidence to [matt.lumley@fundyforce.ca](mailto:matt.lumley@fundyforce.ca) with the subject header "Marine Operations Manager."

FORCE welcomes submissions from all interested parties; however, only those candidates selected for interview will be contacted. For more information about this opportunity please e-mail [matt.lumley@fundyforce.ca](mailto:matt.lumley@fundyforce.ca) or call 902-406-1166 x2.

## Job Description

### Purpose:

- Coordinates all marine operations conducted by FORCE and liaises with all other parties operating within the FORCE lease area

- Provides hands-on management and leadership in the planning, developing and implementation of techniques and technologies to gather, analyze and disseminate information regarding high tidal flow sites and in particular, tidal energy extraction in high flow environments.
- Supports board and staff to deliver FORCE mandate

### Scope:

- All activities related to marine operations at FORCE.

### Working relationships:

- Reports to Director of Operations and Research; Accountable to Director of Capital Projects for executing external contracts, for delivering the overall project and for cost controls.

### Work Performed

#### General:

- Provide management direction for all marine operations and liaison with contractors, berth holders, and consultants including:
  - ensuring activities comply with Standard Operating Procedures
  - ensuring activities comply with health and safety regulations / work practices
  - co-ordination and communications as needed with technology developers, researchers, fishers, and others who may be active in the FORCE lease area
  - maintaining technical and financial records, in accordance with project office procedures;
  - serving as spokesperson, facilitator or participant in meetings and presentations to discuss marine projects or proposals;
  - providing timely notice to other FORCE staff of any potential activities or conflicts related to marine operations
  - prepare reports as required
- Plan project(s) within the authorized funding envelope including:
  - developing detailed project implementation plans;
  - in conjunction with project partners, developing engineering requirements and design criteria for the cabled network, from subsea terminations to the delivery of data to the data centre;
  - developing a risk management plan for both financial and liability concerns;
  - identifying opportunities to develop collaborative partnerships and grow project (s) as required.

- **Oversee installation of monitoring technologies, including:**
  - Collaborating with project partners to establish detailed specifications;
  - determining the bases for partnerships in all sectors;
  - negotiating with contractors;
  - procuring services and equipment, using procedures established by FORCE;
  - preparing and implementing a quality assurance plan;
  - supervising and conducting tests of the network, including the data management system, to ensure that functionality matches design criteria;
  - obtaining approvals required for permits, rights-of-way, and transmissions;
- **Plan and track budgets including**
  - expenditure reporting as requested within FORCE and as required by funding agencies;
  - providing accountability in anticipation of agency audits;
  - identifying potential problems and mitigation strategies

## Qualifications

### Education:

- Eligibility for registration in the Association of Professional Engineers of Nova Scotia.
- Bachelor's Degree in Engineering or related field

### The ideal candidate will have the following desirable characteristics:

- Five or more years of progressively responsible related experience in project management, including some supervisory experience, or any equivalent combination of education, experience, and training that provides the required knowledge, skills, and abilities.
- Experience in design, construction and maintenance of underwater electronic equipment.
- Operational experience in challenging marine conditions.
- One or more years experience in quality control in the electronic or optical fields.
- Project/construction management in an ocean related field.
- Able to provide a high degree of project leadership while working effectively with the Director of Operations and Research.
- Demonstrated ability to plan, organize and monitor activities according to priorities, established schedules and deadlines;
- Knowledge of ocean engineering principles.
- Knowledge of telecommunications principles.