

private & confidential

Role Profile



Chief Executive Officer

For more information, please contact:

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Job title: Chief Executive Officer
Reporting to: UKMPG Chairman
Salary: £Six figures plus benefits
Location: London SE1 and flexible working
Website: ukmajorports.org.uk

The organisation

The United Kingdom Major Ports Group Ltd (UKMPG) was formed in 1993 and is the trade association representing most of the larger commercial ports in the United Kingdom. It has nine members who, between them, own and operate over 40 ports, accounting for more than 70% of the total tonnage handled in UK ports. Current members are Associated British Ports, Belfast Harbour Commissioners, the Bristol Port Company, DP World London Gateway, Forth Ports, Hutchison Ports UK, PD Ports, Peel Ports and the Port of London Authority.

UKMPG represents the interests and concerns of its members to policy makers and opinion formers in the UK and Europe, on those areas of Government or EU policy which affect the industry. It also provides forums for its members to share with other ports ideas and best practice on issues including the environment, port infrastructure and navigation.

UKMPG works very closely with the other ports sector trade association, the British Ports Association (BPA) and with the ports sector skills and safety organisation, Port Skills and Safety (PSS). The three organisations share offices, close to the offices of the UK Chamber of Shipping, allowing for a high degree of joint working on a range of issues.

UKMPG is an active member of ESPO, the European Sea Ports Organisation, and of Maritime UK, which represents the joint interests of the UK maritime industries. It also belongs to Freight by Water, a group organised by the Freight Transport Association to campaign for wider use of domestic water freight, and the Seabed User and Developer Group, which represents the interests of business sectors participating in sustainable development of the seabed around the UK.

Role context and purpose

UKMPG aspires to have a more powerful and influential voice in the development of government policy and regulation affecting the commercial environment for its members.

The purpose of this role is to develop and implement a proactive, comprehensive and effective lobbying strategy that will support the policy and regulatory agendas affecting UKMPG members. Ensure UKMPG projects a clear and persuasive voice amongst its many stakeholders, allowing it to demonstrate relevance and influence on behalf of members with the objective of securing a more favourable trading environment for the UK's largest ports.

Responsibilities

1. To work with the Board to identify policies which the Board considers would be advance the interest of the members of UKMPG.
2. To raise the profile of the Port Industry with the wider UK and EU business community, the media and associated industries.
3. To scan the policy frameworks of all organisations in the UK and beyond which develop, draft and implement Government policies and legislation to provide early warning to the Board of forthcoming changes or new developments in legislation as it affects Port and Maritime trade and the operation of Ports.
4. To assess the impact that proposed policies and legislation is likely to have on the commercial operation of UK ports represented by UKMPG.
5. To develop and implement a comprehensive and effective lobbying and networking service on behalf of the Board in order to bring influence to bear on the policy developments of Government and Non-Governmental Organisations in the UK, Europe and Internationally.
6. To act as the focal point for all UKMPG activity, taking the lead from the Chair and Board of Directors of UKMPG whilst applying their own personality, knowledge, skills and experience to also lead the discussion with the Board where appropriate, offering support and challenge in equal measure.

Key Tasks

7. Manage the UKMPG office function providing the Secretariat function for routine Board meetings and any meetings convened to discuss items of specific interest to Ports that arise between routine meetings is organised efficiently and in good time with all appropriate briefing papers circulated in a timely fashion.
8. Actively maintain dialogue with senior post holders in UK and EU government and civil service departments which govern the development and deployment of policy and legislation (e.g. DEFRA, Department for International Trade, UKTI, FCO, Treasury, MoD, Department for Business, Energy and Industrial Strategy) in order to ensure post holders are well briefed as regards the priorities for UK Major Ports whilst also alerting UKMPG members to any emerging issues.
9. Represent UKMPG on the Board of Maritime UK.
10. Represent UKMPG on the management committee of Port Skills and Safety Limited.
11. Represent UKMPG on the European Sea Ports Organisation Governing Committee and at ESPO meetings, reporting back to UKMPG as required.

12. Liaise and collaborate with the CEO of the British Ports Association in order to ensure matters of common interest are aligned for presentation to UK and EU Governments and Departments, NGOs in line with the direction provided by the Directors of UKMPG.
13. Manage the financial transactions of UKMPG with integrity and diligence, reporting progress against budgets and highlighting critical variances in sufficient time for appropriate action to be taken by the UKMPG Board.
14. Report activity and progress on a monthly basis or more frequently if required from time to time so as to keep all UKMPG Directors abreast of all developments in the areas of interest and influence.

The Person

The Chief Executive Officer will be an individual with the necessary leadership qualities to manage an association board and who possesses first class policy, public affairs and communications skills. They be expected to establish their own credibility, through action and results, with the UKMPG board and external stakeholders.

1. An experienced professional who can demonstrate they are capable of working with relevant government departments throughout the UK so as to understand the processes and culture in depth so as to know who, how and when to bring influence to bear on policy development.
2. An energetic and polished networker who is able to gain access to UK and European politicians and their department heads through personal contacts already established and equally as important through developing new and effective relationships where none exist.
3. Ideally, should have an interest in and demonstrate a knowledge of the stakeholders, structure, strategy and operation of one or more of the Port Industry, Maritime Transport Industry, the Rail Industry, Aviation Industry or Road Haulage Industries coupled with sufficient understanding of the Port Industry to be able to apply transferable experience from the sector of expertise to the issues affecting UKMPG.
4. Experience of working in or alongside EU Institutions is highly desirable
5. Quick moving, self-starter with initiative, drive, flexibility and able to prioritise effectively whilst delivering results.
6. An individual already in a relatively senior position or a position of significant influence who may be in mid-career in either public or private sector who would see this opportunity as a highly valuable stage in further developing their top level career in or connected with the transport industry.

Skills

1. Well-developed communication skills, spoken and written.

2. Organised and methodical.
3. Strong interpersonal skills with high emotional intelligence.
4. Chairperson skills.
5. Able to manage people effectively.
6. Understands and can deconstruct complex processes and documents to bring clarity to others.

Behaviours

1. Personally credible*
2. Curious*
3. Driven to deliver*
4. Works with diplomacy and tact
5. Energetic
6. Collaborative*
7. Engaging
8. Reflective
9. Analytical

**Drawn from CIPD behaviour descriptors - it is possible to develop indicators of strength or development areas in these behaviours which will be useful in generating a competency based interview set.*