

Role Profile

Job Title:	Shipwright
Department:	Conservation & Collections (Museum Operations Directorate)
Reporting :	Lead Shipwright
Location:	NMRN (HQ)
Date:	April 2022

NMRN Vision and Mission

Vision: To be the world's most inspiring Naval Museum

Mission: Inspiring learning, enjoyment and engagement with the story of the Royal Navy, and its impact in shaping the modern world.

Primary Job Purpose

To ensure NMRN's Historic Ships are conserved and able to operate efficiently and safely.

To assist with the management and general running of the Historic Ships Workshop and HMS Victory Timber Store (Portsmouth-based only).

To positively engage with visitors about the conservation work being undertaken to the ships and the importance of this, speaking with authority and credibility.

To provide support at remote sites as required, including periodic attendance at Portsmouth & Gosport, HMS Caroline (Belfast) and NMRN Hartlepool (depending on where based). Occasional weekend working may be required.

Decision making authority and freedom to act

Works to a detailed programme as set by the Lead Shipwright.

Assists the Lead Shipwright to identify priorities and prepare emergent work programmes.

Undertakes regular surveys of ship's hull, fixtures and fittings and produces reports thereon.

Alerts the Lead Shipwright to issues arising in the course of conservation work.

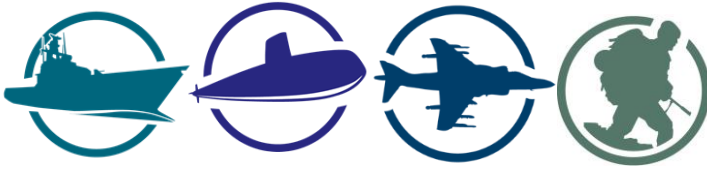
Contributes to the delivery of the Corporate Plan.

Financial responsibility

To work within agreed budgets.

Not authorised to enter into any contracts or purchase without Lead Shipwright approval.

Responsible for ensuring appropriate control of equipment and other assets in accordance with proper



practice.

Information systems

Shares and contributes knowledge at team meetings.

Assists the Lead Shipwright in preparing SHE documentation, including RAMS.

Complies with RAMS, Permits to Work and associated SHE documents.

Planned Conservation Schedule Job Plans.

Prepares survey reports.

Ensure the appropriate maintenance of documentation and use it to generate reports that inform future work.

Identifies and manages risks and makes proposals on the effective mitigation of those risks.

To ensure all information systems are operated in accordance with NMRN policy and procedures and comply with General Data Protection Regulations (GDPR)

People management

Works with location-based staff to ensure conservation and maintenance work is completed with minimum disruption to visitors.

Ability to work within and effectively contribute to a variety of teams.

Communication and relationships

Works closely with the Conservators, Archaeologists, Riggers and Curators to ensure all work to our historic ships is undertaken and recorded to the highest professional standards.

Works with General Managers and Visitor Experience staff to ensure conservation and maintenance work is completed with minimum disruption to visitors.

Ability to positively represent the Museum to visitors and external organisations.

Represents NMRN and conservation work to different audiences e.g., through social media, publication and broadcast work.



Knowledge, Skills and Experience	
Subject	Mandatory
Knowledge	<p>Qualified to level 3 City & Guilds boatbuilding (2463 -03), equivalent qualification or experience.</p> <p>Specialist knowledge of the construction, conservation and maintenance of historic ships.</p> <p>Knowledge of Health and Safety requirements.</p> <p>Skilled working with hand tools and machine shop tooling.</p> <p>Overhead Electric Travelling Cranes and basic slinging certified</p> <p>MEWP trained and certified.</p>
Experience	<p>Experience of ship conservation project(s).</p> <p>Experience of the construction of maritime joinery/shipwrightry.</p> <p>Experience of working at height.</p>

These are a guide to the contents of the main job and the skills and experience required. (This is not intended to be a task list). It is inevitable that the job content may change over time, and post holders are normally consulted about any significant changes. This information may be periodically reviewed, revised and updated to reflect appropriate changes.

I have read and fully understand the above Role Profile

Agreed by Date:..... (Employee)

Approved by:..... Date:..... (Line Manager)