

## Deputy Director of Forecasts

### 1. Position information

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<b>Vacancy No.:</b> VN19-23	<b>Department:</b> Forecast
<b>Grade:</b> A5	<b>Section:</b> n/a
<b>Job Ref. No.:</b> STF-C/19-23	<b>Reports to:</b> Director of Forecasts
<b>Publication Date:</b> 16 May 2019	<b>Closing Date:</b> 17 June 2019

### 2. About ECMWF

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The European Centre for Medium-Range Weather Forecasts (ECMWF) was created in 1975 by a group of European nations with the purpose of pushing the boundaries of science to improve weather forecasting for the benefit of its Member and Co-operating States, and the wider community. ECMWF is both a research institute and a 24/7 operational service, producing and disseminating numerical weather predictions to its Member and Co-operating States. ECMWF carries out scientific and technical research directed to the improvement of its forecasts, collects and processes large amounts of observations, and manages a long-term archive of meteorological data. ECMWF works closely with the national meteorological services of its Member and Co-operating States, supports the programmes of the World Meteorological Organization, and collaborates with space agencies around the world. ECMWF's scientific success over the past four decades is based on its collaborative approach.

ECMWF is also a major player in Copernicus, the European Union flagship Earth-observation programme. The programme ensures operational monitoring of the atmosphere, oceans, and continental surfaces, and provides reliable, validated information services for a range of environmental and security applications.

For details, see [www.ecmwf.int/](http://www.ecmwf.int/).

### 3. Summary of the role

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The Forecast Department is responsible for the 24/7 production of weather forecasts and Copernicus services, forecast quality control (verification and diagnostics), development of novel forecast products, software development for numerical weather prediction, data provision and outreach and training. The Forecast Department has a strong user focus.

The successful candidate will report to and work closely with the Director of Forecasts. As part of the Forecast Department management team, they will coordinate and ensure the smooth running of the Department in the provision and delivery of high-quality, timely and cost-effective services to its users in the areas of forecast evaluation, user support, forecast production, software development and the Copernicus programme.

The successful candidate will take an active lead in the development of annual work plans and service development proposals for all areas of the Department's activity in close collaboration with the relevant Heads of Section and will monitor and report on performance and efficiency. They will coordinate and oversee the implementation of process improvements. They will also represent the Department in several working groups, lead projects and support the Director of Forecasts in developing strategic thinking and the relevant documents such as the 4-year plan and 10-year strategy. This post offers a wide variety of exciting challenges and opportunities to take the lead in critical activities for the Department and ECMWF.

#### 4. Main duties and key responsibilities

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- Leading the Forecast Department in the preparation, implementation and monitoring of the Department's Annual Plan and objectives
- Supporting the leadership of operational aspects of the Department's work, by monitoring the implementation of key objectives, identifying risks & issues and leading the development and implementation of solutions
- Leading or contributing to cross-cutting internal and external projects, working groups and meetings on behalf of the Director of Forecasts
- Delivering the ECMWF strategy, notably on key projects, in collaboration with the senior management of the Department and with stakeholders in the wider organisation
- Driving a rigorous process of continuous improvement and adoption of most effective working practices across the Department
- Promoting scientific and technical excellence and the identification and adoption of best practice
- Leading horizon scanning activities within the Department to identify emerging areas with potential for research projects and programmes focusing on the mission of the Forecast Department
- Contributing to the longer-term strategic planning process of the Forecast Department
- Deputizing for the Director of Forecasts as required

#### 5. Personal attributes

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- Strong leadership skills, with proven ability to lead, influence and motivate based on personal credibility and authority rather than organisational position
- Ability to motivate and facilitate a team to deliver, to coach, mentor and support colleagues as required
- Ability to work collaboratively as well as part of a senior management team to deliver successful outcomes
- Excellent interpersonal skills, including the ability to gain credibility with key stakeholders within the organisation and outside the organisation, and to positively represent the organisation externally
- Ability to communicate complex concepts to non-specialists and to quickly develop a common understanding of issues and potential resolutions
- Adaptability with outstanding analytical skills, interested in being intellectually challenged

- Solution-oriented and ability to demonstrate a complete understanding of how to evaluate the financial, commercial and strategic implications of their decisions in relation to the organisation needs

## 6. Qualifications and experience required

Education	Advanced university degree in a relevant area or equivalent work experience.
Experience	<p>Substantial relevant recent experience in operations in a scientific/technical environment.</p> <p>Substantial experience of drafting and presenting board level documentation to support business proposals to key stakeholders.</p> <p>Demonstrated experience and exposure to project management, risk management and change management would be considered an advantage.</p> <p>Demonstrated experience of successfully leading and working with multi-national teams.</p>
Knowledge and skills (including language)	<p>Candidates must be able to work effectively in English and interviews will be conducted in English.</p> <p>Fluency in French or Italian will be considered as an advantage.</p>

## 7. Other information

### Grade remuneration

The successful candidate will be recruited at the **A5** grade, according to the scales of the Co-ordinated Organisations and the annual basic salary will be **£98,334.36** net of tax. This position is assigned to the employment category **STF-C** as defined in the Staff Regulations.

Full details of salary scales and allowances are available on the ECMWF website at [www.ecmwf.int/en/about/jobs](http://www.ecmwf.int/en/about/jobs), including the Centre's Staff Regulations regarding the terms and conditions of employment.

**Starting date:** As soon as possible.

**Length of contract:** Four years, with the possibility of a further contract.

**Location:** The position will be based in the Reading area, in Berkshire, United Kingdom.

## 8. How to apply

Please apply by completing the online application form available at [www.ecmwf.int/en/about/jobs](http://www.ecmwf.int/en/about/jobs).

**To contact the ECMWF Recruitment Team, please email [jobs@ecmwf.int](mailto:jobs@ecmwf.int).**

At ECMWF, we consider an inclusive environment as key for our success. We are dedicated to ensuring a workplace that embraces diversity and provides equal opportunities for all, without distinction as to race, gender, age, marital status, social status, disability, sexual orientation, religion, personality, ethnicity and culture. We value the benefits derived from a diverse workforce and are committed to having staff that reflect the diversity of the countries that are part of our community, in an environment that nurtures equality and inclusion.

Staff are usually recruited from among nationals of the following Member States and Co-operating States:

Austria, Belgium, Bulgaria, Croatia, Czech Republic, Denmark, Estonia, Finland, France, Hungary, Germany, Greece, Iceland, Ireland, Israel, Italy, Latvia, Lithuania, Luxembourg, Montenegro, Morocco, the Netherlands, North Macedonia, Norway, Portugal, Romania, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey and the United Kingdom.