

# JOB PROFILE

## PEER REVIEW OVERSIGHT MANAGER

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Hours per week:	37.5
Reporting Accountability:	Peer Review Programme Director
Salary Banding:	£152,000 per annum

The Peer Review Oversight Manager is responsible for providing oversight to the WANO Peer Review regional centre leadership teams to ensure consistency and excellence in the execution of all peer review-related activities. Peer Review includes corporate, station, follow-up, and Pre-startup Peer Reviews.

This functional manager will also ensure all applicable governance reflects the highest standards and is adhered to by all regional centres. This role will provide oversight through a variety of means, including both virtual and face-to-face interaction, utilising appropriate tools and analytics in order to accurately measure, track, and challenge regional centre performance.

### Main Responsibilities

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Ensure effective peer review governance and oversight is established and executed for each WANO regional centre. Specifically, this would be achieved by:

- Observing and challenging regional centre performance related to peer review and assessment related activities to ensure the highest quality products are delivered to WANO members.
- Ensure appropriate metrics are in place to accurately measure and challenge regional centre performance. Assist in establishing a culture of accountability and ownership across WANO to continually raise performance and maximise WANO influence toward its members.
- Collaborate with all WANO departments in establishing governance and oversight beyond peer review activities.
- Provide coaching and mentoring to regional centre personnel as appropriate to further assist developmental growth, insight, and collaboration.
- Support and assist in Action for Excellence\* (AfE).

Act in Director level activities as conditions warrant:

- Overseeing of the office environment.
- Supporting the CEO and other WANO Directors, as required.
- Implementing suitable HR practices with support from the London Office

\*Action for Excellence (AfE): AfE is an ongoing WANO-wide initiative which will transform the relationship between WANO and its members in order to raise overall industry performance as measured by the WANO Performance Objectives and Criteria (PO&C) Assessment Criteria. This is a multi-year project which will

reshape and focus WANO services to be more performance-based and offer a higher quality and increased member interaction.

## Personal Characteristics

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### Essential

- Excellent inter-personal (relationship) skills with a proven ability to communicate with peers at all levels.
- Experienced at influencing and leading individuals who are not direct reports.
- A proven ability to work effectively with people from different international cultures and backgrounds.
- A proven ability to act sensitively and respect other cultures.
- Proactive and flexible approach to completing tasks.
- Ability to self-manage, organise, and prioritise tasks and work under pressure.
- Ability to work individually and as part of a team.
- A strong understanding of and commitment to WANO's mission.
- Ability to demonstrate the WANO London Office Behaviours (see page 4).

## Qualifications

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### Essential

- Excellent command of the English language, both verbally and written. As a minimum, certified English skills at C1 level of the Common European Framework of Reference for Languages (or equivalent) are required.
- A recognised university degree or equivalent in a technical or engineering field.

## Experience

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### Essential

- Experienced in working in commercial nuclear power at technical and/or leadership positions.
- Understanding of Governance and Oversight resulting in the ability to influence and manage large efforts and drive high standards.
- Excellent knowledge of the WANO peer review process, having qualified as a lead reviewer in at least one area.
- Experience of working in a mid-level manager or higher role.
- Excellent skills in nuclear technology and nuclear physics on a minimum of one reactor type at a similar level to that of a senior reactor operator licence.

- Creation and delivery of presentations at workshops and seminars.
- Competent working with Microsoft office products, including Word, SharePoint, PowerPoint and Excel.

**Desirable**

- Qualified WANO peer review team leader or CPR team leader.
- Experience working on a utility/corporate staff, particularly in oversight roles.
- Previous participation in other key WANO programmes.
- Advanced skills in Microsoft Office Suite Products (Word, SharePoint, PowerPoint, and Excel).
- Knowledge of a second language.
- Senior Reactor Operator licence and on-shift experience.

**Development Opportunities**

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Successful completion of the WANO Peer Review Oversight Manager role will establish opportunities for similar or higher positions within member utilities or advancement within WANO. This role will bring unparalleled experience within the peer review process adding significant value to any member utility.

### WANO London Office Behaviours

