### The Nature Conservancy

#### JOB DESCRIPTION

<table>
<thead>
<tr>
<th>JOB TITLE:</th>
<th>SCIENCE SPECIALIST, MARINE PROGRAM</th>
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<tbody>
<tr>
<td>JOB FAMILY:</td>
<td>Science</td>
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<tr>
<td>JOB NUMBER:</td>
<td>850003</td>
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<tr>
<td>SALARY GRADE:</td>
<td>5</td>
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<td>FLSA STATUS:</td>
<td>Exempt</td>
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<tr>
<td>LOCATION:</td>
<td>Honolulu, Hawaii</td>
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### ESSENTIAL FUNCTIONS:

The Monitoring Team’s Science Specialist is responsible for ensuring that the Monitoring Team meets the biological monitoring goals of the community-based monitoring program. The Science Specialist leads the biological monitoring team, and works closely with other TNC Hawaii marine program staff to gather and analyze data from all community-based monitoring sites. The Science Specialist assists partner agencies and NGOs to design, establish, and conduct ongoing biological monitoring programs, and conducts fieldwork, including site assessments and monitoring of fish and benthic communities at TNC and partner sites. The Science Specialist is also responsible for working with partners to gather and synthesize data relating to marine resources at other sites as requested and appropriate (e.g. DAR monitoring sites). The Science Specialist analyzes and interprets monitoring data, including conducting statistical analyses, and prepares reports and shares information with TNC Marine Program staff, community members, partner agencies and NGOs, funders, and others as needed. The Science Specialist may assist in training community members in biological monitoring methodology and data analysis.

### BASIC QUALIFICATIONS:

- Experience utilizing GIS software and data to create maps and conduct spatial analyses.
- Experience conducting marine biological surveys, managing databases and analyzing data.
- Experience writing project reports summarizing scientific data for diverse audiences.
- Experience working with Microsoft Office Suite software.
- Experience coordinating multiple projects and managing timeframes.

### REQUIRED KNOWLEDGE AND SKILLS:

- Bachelor’s degree in science-related field and 2-3 years related experience, graduate degree and 0-1 year of experience, or equivalent combination.
- Knowledge of and experience managing marine ecosystems (Hawai‘i field experience preferred).
- Analyzing, manipulating, and interpreting data, including statistics
- GIS experience, including ability to utilize data to create maps and reports
- Database management skills including report production
- Demonstrated ability to complete tasks independently with respect to timeline(s)
- Ability to manage and prioritize tasks from multiple sources
- Working knowledge of common software applications (e.g.; Word, Excel, Web browsers).
- Excellent written and oral communication skills
- SCUBA certified (scientific diver certification preferred)

### COMPLEXITY/PROBLEM SOLVING:

- Coordinates multiple projects with several variables, setting realistic deadlines and managing timeframes
- Interprets guidelines, evaluates information, and modifies processes to adapt to changing circumstances
- Compiles data, resolves disparities, and modifies processes to generate plans
• Resolves routine issues independently, consulting with supervisor to develop plans for resolution of complex and unusual problems

**DISCRETION/LATITUDE/DECISION-MAKING:**
• Work affords significant opportunity to act independently on assigned tasks with ability to exercise independent judgment
• Continuing developmental level, performs standard work requiring application of standard techniques and procedures
• Addresses issues with supervisor that affect others’ work or the overall program

**RESPONSIBILITY/OVERSIGHT – FINANCIAL AND SUPERVISORY:**
• Performs under the direct supervision of the Science Advisor, and consults with TNC marine program staff.
• Supervises monitoring team, and may lead teams of science technicians, fellows, intern, and/or volunteers on a project basis, and be assisted by other staff as needed
• Purchase equipment and supplies, in consultation with supervisor as provided for in budget
• Develops and manages monitoring program budget
• Works under minimal supervision

**COMMUNICATIONS/INTERPERSONAL CONTACTS:**
• Ability to work cooperatively with a number of staff and external parties, sometimes under pressure, in order to complete project work and goals in a timely manner
• Ability to formulate ideas and communicate clearly with others, both orally and in written form
• Ability to provide a variety of information to staff and others, contributing to conservation projects and assisting workflow throughout the organization.
• Ability to work and communicate effectively with a diverse group of people, including scientists, conservation staff, community members, partners, funders, and others, providing and obtaining needed information.

**WORKING CONDITIONS/PHYSICAL EFFORT:**

The Science Specialist may work in variable weather conditions, at remote locations, on difficult and hazardous terrain and seascapes, and under physically demanding circumstances. These conditions may present frequent possibility of injury, and/or require:
• Long hours in isolated and exposed outdoor settings
• Considerable physical exertion and/or muscular strain
• Travel to neighbor islands
• A valid driver’s license

**TO APPLY:**
Please submit cover letter outlining relevant work experience and resume to jeber@tnc.org by February 7, 2008.

The Nature Conservancy is an Equal Opportunity Employer.