

Job Description

Job Title: PMNM Research Coordinator
Job ID: 10086
Project Name: National Ocean Service
Full/Part Time: Full-Time
Regular/Temporary: Regular

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Job Summary

Regular, Full-Time, RCUH Non-Civil Service position with the NOAA National Ocean Service (NOS), Papahānaumokuākea Marine National Monument (PMNM) located in Honolulu, Hawaii. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, and availability of funds.

MINIMUM MONTHLY SALARY: Salary commensurate with qualifications.

DUTIES: Develop, coordinate, manage, and evaluate and leads implementation of characterization, monitoring, and research projects and activities designed to meet the management needs of the Monument and co-trustee agencies. Serves as Monument liaison to other scientific agencies, offices, and research institutions. Provides technical advice in support of resource management, policy, and scientific issues. Reports on the Monument's progress toward meeting system-wide performance measures and Monument Management Plan goals and objectives. Represents the Monument at senior-level scientific, policy, and management meetings. Provides technical advice on climate change related issues, policies, and research.

PRIMARY QUALIFICATIONS: **EDUCATION:** PhD from an accredited college or university in the Biological Sciences, Physical Sciences, or other related field. **EXPERIENCE:** Five to seven (5-7) years of planning and executing marine research experience including planning, logistics, and personnel management. Experience with applications of research products to marine spatial planning. Experience with field data collection involving scientific diving. Experience drafting and evaluating permit applications, grant proposals, research publications, or other research-related documents. Four to six (4-6) years of experience as a scientific or working diver. Experience developing, managing, and executing research, monitoring, and grant budgets. Experience in applying for and administering competitively awarded grants. Peer-reviewed publication in the sciences. Experience leading remote field operations logistics and planning. Experience with staff supervision. **ABIL/KNOW/SKILLS:** Knowledge of effective management strategies to help motivate staff and produce high quality work products. Knowledge of, and skill in, maintaining and accurately tracking fiscal records. Knowledge of past and ongoing NWHI and MHI coral reef research initiatives. Knowledge of marine resource protection principles. Knowledge of the Northwestern Hawaiian Islands co-trustee Monument management structure. Knowledge of the statutes and laws relevant to field operations conducted in the Monument. Knowledge of biological applications of parametric, non-parametric, and multivariate statistics. Knowledge of experimental design and sampling design. Knowledge of climate change and its effects on tropical marine habitats and organisms. Ability to identify effective work strategies while meeting programmatic and staff needs. Ability to develop and maintain partnerships, and serve as a liaison between the Monument and other NOAA line offices, the public, partner agencies, and constituent groups. Skill in developing policy related to research, monitoring and resource protection, including permit considerations and NEPA application. Ability to conduct field work in the marine environment under challenging conditions. Ability to effectively lead teams of researchers in the field. Ability to plan and coordinate multi-agency field logistical needs on multiple spatial and temporal scales. Ability to oversee research projects from conception to peer-

reviewed publication. Ability to critically evaluate scientific documents, proposals, and manuscripts. Ability to concisely convey complex concepts in written and oral presentations to both lay and technical audiences. Must be SCUBA certified (basic/open water and Nitrox). Must possess valid driver's license. PHYSICAL/MEDICAL REQUIREMENTS: Must be able to participate in extended field work including, but not limited to live-aboard research and educational vessels, field camps etc. Lift up to fifty (50) pounds to assist the transporting of equipment and gear. Must be able to obtain medical clearance to work on NOAA research vessels or other appropriate vessels and for NOAA diving requirement. Post-Offer requirement: Must be able to obtain medical clearance to work on NOAA research vessels or other appropriate vessels and for NOAA diving requirement.

SECONDARY QUALIFICATIONS: Undergraduate or graduate-level coursework in environmental and/or marine policy. Familiarity with Geographic Information Systems (GIS) software and applications. Familiarity with the legislative process at local, state, and Federal levels. Experience drafting or reviewing research permit applications. Familiarity with specimen collection, processing, and curation. Training in emergency response and/or impact mitigation, advanced dive training, Advanced dive training (e.g. NOAA working diver, trimix, decompression diving, technical Nitrox), experience acting as dive master. Completed small boat training; including either NOAA basic, NOAA advanced, or MOCC, Experience with remote field camps, including protected species or marine debris field activities. Experience mobilizing research cruises, including tracking personnel and paperwork, purchasing and organizing field gear, and coordinating with the ship. Knowledge of traditional or indigenous ecological knowledge systems and epistemologies.

INQUIRIES: Moani Pai 397-2660 (Oahu).

APPLICATION REQUIREMENTS: The preferred method of applying for a job is through our on-line application process. Please go to www.rcuh.com, click on "Employment" and navigate to "Job Announcements/Apply for a Job." However, if you do not have access to the Internet, you may apply by submitting resume; cover letter including Recruitment ID#, referral source, narrative of your qualifications for position and salary history; names, phone numbers and addresses of three supervisory references and copy of degree(s)/transcripts/certificate(s) to qualify for position by fax (808) 956-5022 or mail to Director of Human Resources, Research Corporation of the University of Hawaii, 2530 Dole Street, Sakamaki Hall D-100, Honolulu, HI 96822 before the closing date. If you have questions on the application process and/or need assistance, please call (808)956-3100.

EEO/AA Employer.

Please apply before: 03/18/2010

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