



RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM

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ANNOUNCEMENT

THE RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM SOLICITS APPLICATIONS TO ESTABLISH A LIST OF ELIGIBLES FOR THE FOLLOWING LIMITED TERM APPOINTMENT, 100% FEDERALLY FUNDED FULL-TIME POSITION (SUBJECT TO THE AVAILABILITY OF FUNDS):

Position Title

**Research Associate I
(Sea Grant)**

JOB # RC-19-20

Application Deadline: Midnight, June 05, 2019

Email RCUOG application, cover letter, resume and transcripts to rcuoghr@triton.uog.edu or submit documents to the RCUOG office located at Dean Circle, House #33, UOG Campus. The RCUOG application can be downloaded from <https://www.uog.edu/rcuog/employment-application> and can be submitted digitally along with supporting documents.

Salary

Grade J, Step 1, \$14.94 – Step 7 \$18.68 per hour

Temporary, Full-Time, 40 hours per week.

Benefits: Social Security, Medical and Dental Insurance, 4 hours annual leave and 4 hours sick leave per pay period, holiday pay, up to 3% 403(b) match based upon employee contribution of 3%.

The position begins on **June 19, 2019** and ends on **July 25, 2019** based on availability of funds with possibility of extension should additional funds become available.

Location:

Dean Circle, House #25 (Sea Grant Office)

The University of Guam Sea Grant (UOGSG) seeks a qualified individual to perform sea turtle monitoring, protection and outreach activities. The ideal candidate should have experience and interest in turtle monitoring work, have excellent oral and written communication skills, and be able to organize their work using tools, like GPS units, radio telecoms, and database applications.

The position will be located in the Sea Grant Office at the University of Guam and will report to the Director and Program Leader. Under their guidance, the incumbent will provide administrative support to ensure program is efficiently progressing with grant expense requirements. Must coordinate with RCUOG and ORSP staff when submitting administrative paperwork for signatures, and procurement processes.

Minimum Qualifications:

- Bachelor's degree in Biology, Environmental Science or related field;
- One-year experience relevant to position or combination of technical training, and/or professional level work experience.

Preferred Qualifications:

- Two (2) years of experience conducting sea turtle monitoring and surveys
- Interest, background or experience in conservation work

Minimum Knowledge, Abilities, And Skills:

- Ability to work effectively with the public, other employees, and persons from diverse backgrounds.
- Ability to learn and apply new skills, prioritize and organize work activities, and adapt to a flexible work environment.
- Ability to work with minimal supervision

Character of Duties:

Incumbent will serve as the Research Associate for the UOG Sea Grant Program and will conduct sea turtle monitoring, protection and outreach with guidance from the Director and Program Leader who serve as the Principal Investigator and Program Manager respectively. This includes, but is not limited to:

- Conducting beach surveys several days a week which involves walking in the sand for 3-4 hours a day
- Assist in the preparation of field activities, logistics and field equipment
- Manage the project's files, including field notes, database and quality control
- Assist in the preparation of materials for project meetings
- Assist in the preparation of the monthly and final reports
- Assist in education and outreach activities as required
- Maintain equipment inventory
- Conduct scientific literature reviews
- Data analysis
- Other duties as assigned

Clearances

- College transcripts should be submitted with application
- Upon selection, the applicant must submit PPD, police and court clearances to UOG HRO.