

PROFESSIONAL POSITION DESCRIPTION

Position Title:	Casco Bay Estuary Partnership (CBEP) Staff Scientist
Division:	Muskie School of Public Service
Department:	Casco Bay Estuary Partnership
Location:	Wishcamper Center, Portland, Maine
Schedule:	Full time, with in-state and out-of-state travel outside of normal business hours
Reports to:	Director, Casco Bay Estuary Partnership

STATEMENT OF THE JOB:

The CBEP Staff Scientist provides scientific and technical support to the work of the Casco Bay Estuary Partnership. This position works with the CBEP Director to coordinate scientific activities of CBEP. They ensure the work of CBEP is informed by current science and help share Casco-Bay related data and science with our Partners and the larger community.

The Staff scientist helps to build Casco Bay science by communicating with scientists at academic organizations, state and federal agencies, and other partners. They work with Community Engagement staff to engage community members, students, and Partners in coastal and marine science through community-engaged research, support for community science programs, and communicating science to a wide variety of audiences. Their work strengthens CBEP's reputation as a source of reliable information on Casco Bay and Casco Bay science.

Principal tasks include staffing the Casco Bay Monitoring Network; collaborating with community members to develop applications of a Casco Bay circulation model to address community needs; compilation and analysis to support periodic "State of Casco Bay" reporting; managing CBEP's geographic and scientific data; leading data sharing and open science initiatives; and preparing Quality Assurance Project Plans and other data quality assurance documents.

The Staff Scientist is expected to work independently and may direct components of larger, more complex projects under the direction of the CBEP Director. The Staff Scientist also stays apprised of national trends, examples, and best practices in coastal science, and identifies potential sources of funding to support CBEP programs in their area of responsibility. This is a soft money position.

ESSENTIAL FUNCTIONS:

- Leads CBEP efforts to develop methods to use the Casco Bay circulation model, other ocean models and modern ocean data to address community needs, especially in water quality and climate resilience;
- Assures that the work of CBEP is informed by the best available science;
- Staffs the Casco Bay Monitoring Network;
- Organizes data discovery, collection and analysis to support periodic State of Casco Bay reporting;
- Works with CBEP staff, Partners and local communities to set science priorities and facilitate research on Casco Bay; staffs *ad hoc* scientific working groups;
- Supports community-engaged science and citizen science.

- Translates results of studies pertaining to Casco Bay, the coast of Maine and CBEP priorities for policy makers and other public audiences;
- Additional duties as reasonably assigned.

SPECIAL ESSENTIAL FUNCTIONS/RESPONSIBILITIES*:

- Direct access to or responsibility for controlled or hazardous substances.
 - Ability to provide own transportation (fully-insured vehicle), provide proof of a valid driver's license, and compliance with Maine law regarding vehicle insurance.
 - Work on federally funded projects.
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SUPERVISORY RESPONSIBILITIES:

Student interns, summer field staff.

BUDGET RESPONSIBILITIES:

PUBLIC AND PROFESSIONAL ACTIVITIES RELATED TO JOB PERFORMANCE:

- Represent CBEP in a professional, competent, efficient and effective manner.
- Offer presentations to scientific meetings and professional conferences in area of expertise.

INTERNAL AND EXTERNAL CONTACTS:

Internal:

Collaborate with USM faculty in Biology, Environmental Science, and other departments

External:

- Staff the Casco Bay Monitoring Network
- Work with staff, community members and partner organizations on community-engaged research and citizen science initiatives.
- Work with academic and agency scientists, and with technical staff and scientists at other National Estuary programs nationwide
- Share Casco Bay-related science and share enthusiasm for coastal science with diverse audiences.
- Assist local educators and nonprofit organizations comply with data quality assurance requirements for EPA funding.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Familiarity with coastal and marine science
 - Knowledge of modern data management and data analysis tool, procedures, and practices
 - Project management skills including planning and meeting project objectives, schedules and budgets.
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QUALIFICATIONS:

Required:

- PHD in marine science, coastal ecology, or related discipline OR Masters' Degree with significant related experiences.
- Familiarity with modern quantitative data management and analysis methods using tools and methods relevant to their area of expertise.

- Excellent writing and communications skills. Ability to communicate science to public audiences.

Preferred:

- Familiarity with coastal issues in Maine and New England
- Familiarity with “open science” principles and online data sharing portals and procedures
- Experience with Geographic Information Systems and geospatial analysis
- Cross-training or experience in social sciences, stakeholder engagement, sustainability science, community-engaged research, citizen science or related areas.

License/Certifications:

- Valid driver’s license.

****NOTE:** All individuals who are recommended to fill and subsequently offered a position with **special essential responsibilities** as checked above, or other licensure or certification, shall have the following additional applicable background screening completed (in addition to regular and standard background screening) based on the responsibilities of the position: Credit history screening, and/or Sex offender registry screening, and/or Federal criminal history screening and/or License/certification verification.*

Date Approved:

Date Revised:

Job Family:

Salary Band:

Unit:

CUPA code:

Employee:

Position #: