

# UNIVERSITY OF CALIFORNIA, SANTA CRUZ

## PARTNERSHIP FOR INTERDISCIPLINARY STUDIES OF COASTAL OCEANS

### POLICY AND OUTREACH COORDINATOR

The University of California invites applications for a Policy and Outreach Coordinator for the [Partnership for Interdisciplinary Studies of Coastal Oceans \(PISCO\)](#) on the Santa Cruz campus. PISCO's interdisciplinary scientific research program focuses on questions in marine ecology and oceanography in coastal waters off the west coast of the United States. The Policy and Outreach Coordinator will be responsible for communication of scientific information generated by PISCO and other research programs to a diverse audience of scientists, educational institutions, management agencies, policy makers, and the public at local, state, and national levels.

General responsibilities of this position include: developing bridges between the research group and key policymaking and management entities at local, state, and national levels, providing support for scientists, creating opportunities for exchanges, and preparing outreach products (especially through the PISCO web site) to management and decision-making processes; working to increase understanding about ocean issues and marine conservation science among relevant citizens' groups, non-governmental conservation organizations, industry groups, and other interested members of the public; engaging PISCO scientists in policy issues by staying current on marine issues at regional and national levels, communicating those issues to PISCO and other researchers, providing communication training, and assisting with the development and instruction of interdisciplinary university courses; encouraging communication and collaboration with scientists outside of the PISCO consortium; and working with counterparts at other PISCO campuses to ensure coordination and integration of policy and outreach activities across the consortium.

**RANK:** Academic Coordinator I, 75% time with possibility of increased percent time depending on funding.

**SALARY:** \$44,400 annually, proportionate to percentage of appointment (\$33,300 at 75% time)

#### MINIMUM QUALIFICATIONS:

- Graduate or post-bachelors degree with graduate work in ecology, natural resource management or related field (or combination of education and experience in natural resource policy-related work), or equivalent experience, skill sets and knowledge.
- Strong scientific background, particularly in the areas of marine ecology, marine biology and conservation science.
- Substantial related experience working with state and federal agencies, non-governmental organizations, and the public on natural-resource management and policy issues (preferably marine).
- Demonstrated proficiency with relevant software: Microsoft Word, Excel, PowerPoint, Adobe Photoshop, Adobe Illustrator, Adobe Acrobat and bibliographic programs (e.g., EndNote).
- Strong interpersonal and communication skills, excellent organizational skills, and attention to detail.
- Excellent writing and public presentation skills.
- Good organizational, time management, and decision-making skills.
- Demonstrated ability to understand, evaluate and communicate scientific concepts.
- Ability to exercise flexibility, initiative, and good judgment.
- Ability to work well independently and as part of a team.

**PREFERRED QUALIFICATIONS:** Formal training or experience communicating scientific information to diverse audiences, formulating strategic plans for multiple projects, and demonstrated experience in project management. Prior experience in writing grant proposals, web page design and content. Proficiency with HTML coding and/or other website development skills.

**SPECIAL CONDITIONS OF EMPLOYMENT:** Must possess or have the ability to obtain a valid license to drive in the State of California. Ability to travel overnight to attend work-related meetings and conferences. Ability to move equipment and materials weighing up to 50 lbs with or without accommodation.

**TERM OF APPOINTMENT:** One year, with possible extension contingent upon availability of funding and positive performance review.

**POSITION AVAILABLE:** As soon as possible after closing date.

**TO APPLY:** Submit a letter of application, curriculum vita and three letters of recommendation\* to Basia Kucharska at [basia@biology.ucsc.edu](mailto:basia@biology.ucsc.edu). *Electronic submission is encouraged.*

*Alternate mailing address:*

Basia Kucharska  
Long Marine Lab  
100 Shaffer Road  
Santa Cruz, CA 95060

*Please refer to position #T09-12 in all correspondence*

Inquiries can be sent to [carr@biology.ucsc.edu](mailto:carr@biology.ucsc.edu)

**CLOSING DATE:** Position is open until filled. Initial consideration of applications will begin on August 16, 2008. Applications received after that date are not guaranteed to be considered.

*\* All correspondence will be treated as confidential documents. Please direct your reference to UCSC's confidentiality statement at [http://www2.ucsc.edu/apo/academic\\_policies\\_and\\_procedures/cappm/confstm.htm](http://www2.ucsc.edu/apo/academic_policies_and_procedures/cappm/confstm.htm).*

*The University of California, Santa Cruz is an Affirmative Action/Equal Employment Opportunity Employer, committed to excellence through diversity. We strive to establish a climate that welcomes, celebrates, and promotes respect for the contributions of all students and employees.*

Inquiries regarding the University's equal employment opportunity policies may be directed to: Equal Employment Opportunity/Affirmative Action Office at the University of California, Santa Cruz, CA 95064; (831) 459-2686. Under Federal law, the University of California may employ only individuals who are legally able to work in the United States as established by providing documents as specified in the Immigration Reform and Control Act of 1986.

If you need assistance due to a disability please contact the Academic Personnel Office at 499 Clark Kerr Hall (831) 459-4300. This position description is available in alternate formats, which may be requested from Academic Personnel at (831) 459-4300.

VISIT THE APO WEB SITE AT: <http://apo.ucsc.edu>

7/16/08