



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 PART-TIME POSITION (SUBJECT TO THE AVAILABILITY OF FUNDS):

Position Title

Research Assistant III (Sea Grant)

JOB # RC-20-48

Application Deadline: 11:59 p.m. on July 10, 2020 (Chamorro Standard Time/UTC+10)

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 #24, 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 I, Step 1 \$13.75 – Step 3 \$14.81 per hour
Part-Time Employee, up to 39 hours per week.

Benefits:

Part-Time: Social Security, Medical and Dental Insurance.

The position will begin on July 27, 2020 and ends on July 26, 2021 based on availability of funds with possibility of extension should additional funds become available.

Location:

UOG Dean's Circle, Sea Grant Office, House #25, University of Guam, Mangilao, Guam

Description:

The University of Guam Sea Grant Program (UOG Sea Grant) conducts an integrated program of research, outreach, and education in support of the wise stewardship of marine resources and sustainable coastal communities. This program is one of thirtyfour (34) Sea Grant Programs in the United States. Core funding is provided by the National Oceanic and Atmospheric Administration (NOAA).

Under the general supervision of the UOG Sea Grant director and program leader, this position will work with stakeholders, government and non-government partners and individuals on Guam to promote and restore watersheds through the Guam Restoration of Watershed (GROW) initiative, including aquaculture related activities.

The research assistant position will be located at the University of Guam Sea Grant office and will be responsible for implementing and assisting with efforts to propagate, plants and recruit community volunteers to participate in the GROW initiative. The research associate will coordinate with the extension assistant to organize and facilitate propagation and planting events in Guam watersheds. In addition, this position will assist the aquaculture extension associate with aquaculture related tasks such as building backyard aquaponics systems, and extension activities.

Minimum Qualifications:

- Associate degree in environmental or agricultural sciences, water resources, planning, or a related natural resource management field;
- Three years of work experience **OR** 90+ college credits/significant technical training;
- Ability to work outdoors for long periods, and at times on mountainous and remote terrain;
- Valid driver's license and reliable personal transportation;

Minimum Knowledge, Abilities, and Skills:

- Proficiency in the use of MS Word and Excel, and ability to learn new computer applications;
- Ability to work effectively with individuals, groups, and units of government;

Preferred Qualifications:

- Bachelor's degree in environmental or agricultural sciences, water resources, planning, or a related natural resource management field **OR** two (2) years experience in agricultural and farming practices;
- Ability to effectively coordinate and manage a complex multi-organizational project;
- Working knowledge of watershed issues, non-point source pollution remediation strategies, watershed management, and aquaculture;
- Ability to work independently, establish work priorities, and manage time effectively;
- Excellent writing, presentation, and public relations skills;

Character of Duties:

The responsibilities and primary functions of the position include, but are not limited to:

- Assist with the maintenance of the GROW nursery and other nursery space utilized for UOG Sea Grant projects;
- Ability to identify and collect appropriate seeds and seedlings for propagation;
- Propagation of native plants and appropriate species for planting events;
- Establish and maintain sound working relationships with watershed and aquaculture partners, including residents, community groups, federal, state and local agencies;

UOG Station, Mangilao, Guam 96923

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- Assist in community in building public awareness and engagement through outreach efforts related to watershed and aquaculture. This includes developing and disseminating outreach materials to stakeholders at venues such as community events, classrooms, and networking meetings with partners and individuals;
- Coordinate the development of future watershed plans and efforts through the collection and analysis of land use and resource information, identification and clarification of stakeholder concerns, establishment of goals, and supporting locally initiated strategies;
- Assist with water quality monitoring at project sites as needed;
- Assist with UOG Sea Grant aquaculture/aquaponics activities;
- Participate in regular UOG Sea Grant staff meetings and reporting of activities;
- Develop work plans and provide timely reporting of activities including impacts and accomplishments;
- Write quarterly and final reports on watershed projects;
- Other duties as assigned;

Police and Court Clearance:

Pursuant to Public Law No. 28-24 and Executive Order No. 2005-34, applicants selected for a position are required to provide original police and court (Superior Court of Guam) clearances of no more than three (3) months old prior to commencement of employment. Off-island applicants must obtain clearances from their place of residence. Applicants are responsible for fees associated with obtaining the clearances.

Selected Candidate must provide official transcripts prior to hire date.

Work Eligibility:

- Submission of completed job applications authorizes the Research Corporation of the University of Guam to seek and obtain information regarding the applicant's suitability for employment. All factors which are job related may be investigated (i.e., previous employment, educational credentials, and criminal records).
- All information obtained may be used to determine the applicant's eligibility for employment in accordance with equal employment opportunity guidelines. In addition, the applicant releases previous employers and job-related sources from legal liability for the information provided.
- Should an applicant be convicted of any crimes other than a minor traffic violation, all applicable information must be provided in the form of a police clearance report and court clearance report. Failure to admit any felony convictions may result in immediate disqualification or disciplinary action.
- Section 25103, Chapter 25, Title 10 of the Guam Code Annotated requires college or university employees to undergo a physical examination, to include a test for tuberculosis (skin or x-ray), prior to employment and at least annually thereafter. A report of such examination must be conducted by a licensed physician within a state or territory of the United States and must be submitted upon request.
- Federal law requires presentation of eligibility to work in the United States within seventy-two (72) hours of reporting for employment. Specifically, 8 USC 1324A requires the

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employer to verify the identity and eligibility to work in the United States of all newly hired employees. The Research Corporation of the University of Guam is required to comply with this law on a non-discriminatory basis. If you are hired to fill a position with the Research Corporation of the University of Guam, you will be required to present valid documents to comply with this law.

The Research Corporation of the University of Guam complies with Public Law 24-109 in reference to the provisions and requirements of the Americans with Disabilities Act. Assistance in EEO/ ADA matters and inquiries concerning the application of Title IX and its implementing regulations may be referred to the University's Director, EEO and Title IX/ ADA Coordinator, located at the EEO/ ADA and Title IX Office, Dorm II, Iya Hami Hall, Room 106, Telephone No. (671) 735-2244; TTY (671) 735-2243; or to the Office of Civil Rights (OCR).