



# RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM

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## ANNOUNCEMENT

April 25, 2024

**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**

**Extension Associate II (ORSP – CIS/Sea Grant)**

**(JOB # RC-24-54)**

**Application Deadline: Position Open Until Filled**

**Application Process:**

1. Applicants must complete the RCUOG online job application at UOG's online employment portal at <https://uog.peopleadmin.com/> or
2. Submit hardcopy documents to the RCUOG office located in House #24, Dean Circle, UOG Campus to apply.

For further questions, please email [rcuoghr@triton.uog.edu](mailto:rcuoghr@triton.uog.edu)

**Salary**

Grade M, Step 1, \$23.91 per hour  
Temporary, Full-Time, 40 hours per week

**Benefits:**

Full-Time: 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%.

**Minimum Qualifications:**

- Master's degree in Agricultural Science, Environmental Science, Sustainability, or related field from a U.S. regionally accredited institution or foreign equivalent;
- Three (3) years of work experience relevant to the position;

OR

- Bachelor's degree in Agricultural Science, Environmental Science, Sustainability, or related field from a U.S. regionally accredited institution or foreign equivalent;
- Five (5) years of work experience relevant to the position; **OR** a combination of Bachelor's degree, work experience, and graduate level coursework;

**Minimum Knowledge, Skills, and Abilities:**

- Experience in conducting education and outreach presentations in environmental conservation topics to diverse groups;
- Experience in coordinating outreach events, reporting, and collecting and organizing performance measure data;
- Experience seeking, applying for, and reporting on competitive grants;
- Strong knowledge and experience developing or implementing watershed restoration activities;
- Strong research and analysis skills;
- Strong outreach and community engagement abilities;
- Ability to perform field work related to watershed restoration;
- Ability to design, implement, and manage complex projects;
- Ability to form and maintain formal and informal relationships across academia, government, non-profits, and the business sector;
- Excellent organizational skills and the ability to manage conflicting priorities;
- Skilled in communicating complex and conceptual ideas to a diverse set of groups and stakeholders;
- Excellent written and oral communications skills;
- Excellent communication and interpersonal skills;
- High-performing team player;
- Willingness to work hours other than 8 a.m. to 5 p.m., including some weekends and nights;

**Character of Duties:**

A candidate for this position will be able to perform the following duties:

- Assist the Project Coordinator in the supervision of the GROW nursery and other nursery space utilized for UOG CIS/Sea Grant projects;
- Monitor and review and of field team's collection of plants and seedlings for propagation;
- Establish and maintain sound working relationships with watershed and aquaculture partners, including residents, community groups, federal, state and local agencies;
- Build public awareness and community engagement through outreach efforts related to watershed and aquaculture;
- Prepare, report, and track field activities and deliverables;
- Development and dissemination of outreach materials to stakeholders at venues such as community events, classrooms, and networking meetings with partners and individuals;

UOG Station, Mangilao, Guam 96923

Tel: (671) 735-0336/0249/50/51 Email: [rcuoghr@triton.uog.edu](mailto:rcuoghr@triton.uog.edu)

The Research Corporation of the University of Guam is an equal opportunity employer and provider.

- 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;
- Oversee water quality monitoring at project sites as needed;
- Perform 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.

**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 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 104, Telephone No. (671) 735-2244; TTY (671) 735-2243; or to the Office of Civil Rights (OCR).

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