



SEA EDUCATION ASSOCIATION

Environmental Studies at Woods Hole and at Sea

Job Posting

Marine Science Manager

Sea Education Association (SEA), www.sea.edu, invites applications for the permanent, full time position of Marine Science Manager. SEA is a non-profit educational institution located in Woods Hole, MA, which offers innovative and rigorous oceanography and environmental science programs on our campus and aboard our state-of-the-art sailing research vessels, *SSV Corwith Cramer* and *SSV Robert C. Seamans* in the Atlantic and Pacific Oceans.

We are an equal opportunity employer and committed to the development of a multicultural environment. We strongly encourage applications from people of color, persons with disabilities, women, and LGBTQ+ candidates. We value input of multiple viewpoints and perspectives across the organization. Our goal is to create an academic and working community which is rich with cultural, social and intellectual diversity.

Position Summary

The Marine Science Manager will play a vital role in supporting and promoting science programs on board SEA's two sailing school vessels and at our campus. They will work alongside the Senior Sailing Scientists, Marine Operations staff, the Academic Dean, as well as the Marine Science faculty in support of marine science programs and overall ship operations. This position requires an individual to be able to multi-task effectively, be flexible and innovative, and possess excellent communication skills. The ability to work as part of a team is also essential to this position. The Marine Science Manager may also have the opportunity to sail as an assistant scientist or teaching assistant as needed. This position requires the flexibility to be able to meet the needs of our sailing school vessels, including frequent work during non-traditional work hours (nights and weekends) and possible international and domestic travel.

The Marine Science Manager reports to the Director of Marine Operations and works with the Academic Dean for Research clearances.

Primary Responsibilities

- Lead the continued advancement of SEA's Assistant Scientist program. This will include recruiting Assistant Scientists for work onboard. Working directly with the Marine staff to schedule Assistant Scientists for short term and long term work agreements. Participate in the training of current and prospective Assistant Scientists and identifying opportunities for professional development.
- Coordinating with the sailing assistant science staff to ensure science operations are ready for program on the *Corwith Cramer* and *Robert C. Seamans*.

- Manage SEA's Marine Scientific Research Permits for all cruises working closely with the SEA Chief Scientists, US Department of State and coastal state authorities, to organize and submit international research clearance applications and domestic Marine Scientific research permits for sampling in National Marine Sanctuaries, monuments, parts or other protected areas. Ensure timely fulfillment of reporting requirements, facilitate the participation of foreign government scientific observers.
- Participate in application process for science related applicable federal and private grants and oversight of appropriate utilization of funds and reporting to funders.
- Cultivate and maintain relationships with a variety of regulatory, governmental, and educational institutions and agencies.

Additional Responsibilities

- Collaborate with the Senior Shipboard Assistant Scientists on the following shared responsibilities:
 - Oversee updates to the chemical hygiene plan for ships and shore
 - Participate in the annual science operations budget planning and oversee science operations expenses
- Oversee the support of sailing scientists to ensure all science operations needs are met.
 - Supervise Senior Assistant Scientists to identify and manage shipboard and shore-based schedule and expectations of role
 - Shore-based support to aid in troubleshooting, servicing, and maintaining on-board scientific instrumentation, equipment and systems
 - Plan and coordinate science portion of maintenance periods in collaboration with Academic Program and Marine Operations staff
- Collaborate with other Marine Operations staff to:
 - Ensure timely coordination of logistics for vessel arrivals and departures and as well as other at-sea activities
 - Facilitate crew professional development across departments to better provide a well-balanced staff supporting programs
- Other duties as assigned

Professional Development

The Marine Science Manager will have the opportunity to become HAZWOPER certified and attend SEA's crew training courses on campus in Woods Hole. They may also represent SEA at the RVTECH or INMARTEC conferences to learn more about research vessel science operations and engage with the broader research vessel community.

Position Requirements

Minimum Qualifications

- BS in Biology, Chemistry, Oceanography, Marine Policy, or equivalent experience
- 5-7 years of relevant supervisory experience in a professional setting

- Familiar with research vessel or sailing school vessel operations
- Working knowledge of oceanographic or marine science sampling methods
- Excellent interpersonal skills, both verbal and written
- Experience overseeing or managing staff and/or volunteers
- Experience recruiting and hiring
- Support for institutional diversity, equity, and inclusion
- Experience communicating with federal and international government agencies
- Demonstrated project management and organizational skills
- Demonstrated ability to establish and maintain positive relationships with colleagues, staff, students, and outside agencies
- Experience with laboratory management and hazardous material safety
- Experience teaching undergraduate level students in experiential, outdoor learning environments

This position may require the ability to work for extended periods in an area exposed to weather during day and night hours. The position requires the ability to maintain vessel safety while executing the details of directing and teaching students.

Shipboard duties require the physical ability and agility to quickly move and react to events on deck, to access below decks (ladders and companionways are provided), to climb aloft (ladders provided), and to live and work in confined spaces. Life at sea demands the physical, psychological, and emotional ability to adapt to a ship's watch schedule, to work in groups or alone (sometimes in remote un-monitored spaces), to withstand extended periods of time on a moving vessel without daily access to shore resources, and in case of an emergency to perform emergency duties under adverse circumstances.

Preferred Qualifications

- MS in Biology, Chemistry, Oceanography, Marine Policy, or equivalent experience
- HAZWOPER certified and familiarity with laboratory and chemical management regulations
- Familiar with oceanographic sampling equipment
- Familiar with UNOLS goals and standards
- Proficiency in small boat/tender operations and reef surveying/snorkeling
- USCG Merchant Mariner Credential
- Wilderness First Responder (WFR) or higher advanced medical certification, and experience as an SEA Medical Officer
- Experience managing federal grants

Benefits and Compensation: The salary range for this position is \$48,000 - \$52,000, commensurate with experience. SEA offers a full benefits package that includes health, dental, and vision coverage; life insurance; retirement plans; Aflac; flexible spending accounts; and generous vacation/sick/personal time and holidays.

How to Apply: Please submit resume, cover letter and 3 professional references to MSMSearch@sea.edu. Applications will be accepted until position is filled.