**Position Description**

**Coastal Community Resilience Specialist**

**New Jersey Sea Grant Consortium and Monmouth University Urban Coast Institute**

**December 12, 2014**

**Position Description:**

New Jersey Sea Grant Consortium (NJSGC), in partnership with the Monmouth University Urban Coast Institute (UCI), is seeking qualified candidates for a Coastal Community Resilience Specialist. This is a new position intended to help translate and apply the best available science and tools to assist communities recover from Superstorm Sandy and become resilient to coastal hazards, the impacts of sea level rise and changing climate. Qualified candidates are invited to submit their resumes and a cover letter as described below. Position open immediately, and will remain open until filled. Applicants are encouraged to submit their applications before January 9, 2014.

**Position Overview and Objectives:**

A skilled Planner/Project Manager/Scientist is sought to assist local governments and community groups with Sandy recovery, resiliency and coastal hazard adaptation policy and planning. Incumbent will enhance the capacity of the UCI and NJSGC’s extension program by informing public understanding of community hazard mitigation and making climate resilience science, data products, information, and decision support tools accessible. The Specialist will represent the NJSGC and UCI as part of a statewide network of on-the-ground recovery managers and resiliency coordinators helping communities to become more resilient to the impacts of sea level rise, changing climate and development conditions. The Specialist will also work to identify local needs and work with NJSCG, UCI and other partners to support and shape the efforts of state, and federal policy development and research organizations.

**Responsibilities:**

* Develop and conduct extension programming for community resilience and climate-impact related issues in coastal New Jersey.
* Work with NJSGC and UCI staff, and Consortium member institutions to identify and translate interdisciplinary applied research and extension projects, including use and application of best practices and decision support tools.
* Plan, conduct, and evaluate coastal community resilience and climate related extension programs, public seminars and workshops for stakeholders in New Jersey and the region.
* Give formal and informal presentations on NJSGC and UCI activities at state, regional, and national conferences and workshops.
* Assist communities to identify and prioritize recovery and resiliency projects by working with local officials, stakeholder groups and disaster recovery project champions.
* Develop and maintain working relationships with state, county and federal agencies and Non-governmental organizations participating in the recovery and long term hazard mitigation and process.
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* Travel within the coastal region to meet and interact with client groups, identify their needs,

and develop solutions to community resilience and climate-related issues.

* Prepare performance-based program objectives, benchmarks, metrics, program evaluations,

and other programmatic reports as required by NJSGC and UCI.

* Participate in the development of grant proposals with NJSGC, UCI , and others to secure funding for user-based applied climate research and extension projects.

**Qualifications:**

* 3 -5 years relevant experience in planning, public administration, economic and community development, flood plain management or emergency response planning.
* MA or MS and post-graduate work experience in planning, economic development, public administration, coastal science, geography or related field preferred.[[1]](#footnote-1)
* Knowledge of New Jersey’s community development programs, flood plain management municipal emergency response planning, and Certified Flood Plain management certification preferred.
* Demonstrated communications skill, including ability to interpret scientific research for non-science audiences.
* Experience / training in use of Geographical Information Systems (GIS) and visualization decision support tools preferred.
* Proficient in Microsoft Office, including PowerPoint.
* Ability to multitask; be self-starter.
* Experience with grant writing.

**Location, Reporting and Duration:**

The incumbent will be an employee of the NJSGC and will work out of the offices of the Urban Coast Institute at Monmouth University in West Long Branch, New Jersey. This position is funded jointly by the NJSGC (pending notification of its Sea Grant Omnibus award) and Monmouth University. The Specialist will report to the UCI Director who will also be responsible for day to day management. Plans of work and performance based program objectives will be developed by the Specialist working jointly with the NJSGC Extension Director and UCI Director. Formal job evaluations will be conducted jointly by the NJSGC and UCI Directors. Position is funded for two years with the plans for extension beyond that date based on available funding. A February 3, 2014 start date is anticipated, or as soon as possible thereafter.

**Compensation:** Compensation will be competitive and based on the candidate’s experience and skills. This is a full-time position; however, flexible hours may be available.

**To Apply:** Qualified candidates should submit a letter of interest by January 9, 2014, including a resume detailing qualifications and relevant experience and one writing sample (no more than five pages) with salary requirements and names and contact information for 3 references (including emails) to the Coastal Community Resilience Specialist Search Committee in care of:

Lisa Aromando, Administrative Assistant

New Jersey Sea Grant Consortium

22 Magruder Road

Fort Hancock, NJ 07732

via email: laromando@njseagrant.org

*Submission of application materials by email is preferred.* The New Jersey Sea Grant Consortium is an Equal Opportunity Employer. Proper documentation of identity and employability required at the time of employment.

**About the NJSCG and UCI:**

NJSGC is an affiliation of colleges, universities and other entities dedicated to advancing knowledge and sustainable use of New Jersey's marine and coastal resources. To achieve its goals, NJSGC works with its membership to coordinate and conduct research, education and extension programs that ensure a healthy environment for New Jersey and its coastally-dependent economy. NJSGC research reflects local concerns and seeks solutions to New Jersey’s most pressing marine and coastal issues. NJSGC’s Extension Program works with New Jersey’s citizens, coastal municipalities and marine dependant industries to help them increase hazard resilience and implement best management practices and sustainable development strategies. NJSGC’s Educators work with the public including New Jersey’s schoolchildren and their teachers, providing them with direct learning experiences focused on understanding the science of our shorelines and the means to sustain and care for them.

The mission of the UCI is to serve the public interest as a forum for scientific and policy research, education and collaboration, which fosters the application of the best available science and information to support healthy and productive coastal ecosystems and an ecologically sustainable and economically vibrant future for coastal communities. The UCI was established in September 2005 as one of Monmouth University’s “Centers of Distinction, The UCI builds on the University’s growing strengths in environmental science, business and economics, and public policy and collaboration with the Kislak Real Estate Institute and Polling Institute. The UCI supports collaborative and interdisciplinary research and educational programs, as well as extramural partnerships with universities, community colleges, public and private sector groups and individuals with expertise in coastal and ocean related issues.

For more information, see: [www.njseagrant.org](http://www.njseagrant.org). or www.monmouth.edu/uci

1. Adjunct teaching opportunities at Monmouth University may possible subject to sufficient qualifications, application and approval by relevant Department. [↑](#footnote-ref-1)