

Maine Sea Grant Extension Program Job Description

Title: Sea Grant Professional I (Marine Extension Associate – Seaweed Aquaculture)

Department: Maine Sea Grant Program

Reports To: Director

Date: February 2017

Purpose: The Sea Grant Professional I is a member of the Maine Sea Grant Marine Extension Team, and will, in cooperation with the University of Maine Cooperative Extension, Aquaculture Research Institute, and other agencies and organizations, plan, develop, implement, and evaluate outreach programs and demonstration projects. Position will conduct related advisory activities in the interests of sustainable use and development of the region's marine and coastal resources, with particular emphasis on seaweed aquaculture.

Essential Duties/Responsibilities:

1. Work with local, state, federal, and international agencies, academia, organized groups, businesses and individuals on opportunities/concerns related to the development of seaweed aquaculture sector in Maine including "on-farm" technical and husbandry support but with emphasis on post-harvest needs including collection and transport of raw materials, primary and secondary processing.
2. Help develop and implement educational and technology transfer projects and activities that help solve problems or create opportunities for coastal communities, businesses and organizations, with particular focus on seaweed aquaculture, including post-harvest processing and new product development opportunities.
3. Document all findings, and make them easily accessible to general public and establish mechanisms for regular connection to existing and new industry members.
4. Identify scientific data gaps, potential partners and funding opportunities to address these needs by initiating and/or coordinating applied research and demonstration projects and through exploration of other models in other parts of the world including how seaweed aquaculture integrates with other forms of aquaculture.
5. Develop, gather, disseminate, and evaluate information about seaweed-related issues, regulation, and technology to coastal constituents and interested public through mass media, videos, presentations, publications, seminars or workshops.
6. Participate in the facilitation of community-based programs that relate to coastal issues of local concern.
7. Meet on a regular basis with national, regional and local Sea Grant, Cooperative Extension, and Aquaculture Research Institute staff, as well as other federal partners such as NOAA and EPA, researchers, affiliated Cooperative Extension county executive committees, community members and other stakeholders to identify priority extension program needs, foster cooperation and report accomplishments.
8. Serve as liaison to the relevant science community, including the University of Maine campuses and laboratories, and other relevant research institutions to link private sector, regulatory agencies, communities and other entities including the Maine Seaweed Council.
9. Perform other reasonably related duties as assigned.

Knowledge and Skill Qualifications: B.S. or B.A. in marine aquaculture or related field required. Advanced degree or five years of applied research, outreach or community development experience in these fields is preferred. Significant experience in food processing and food systems, product development, community development, applied aquaculture science, or policy work is preferred, as well as experience as an outreach educator in these or related areas. Computer proficiency and strong skills in written and oral communication are required, as are group and community facilitation skills and the ability to give informal presentations to groups. The ability to travel extensively, normally requires a valid Maine State driver's license.

Supervisory Responsibilities: None

Supervision: The Marine Extension Associate reports to the Sea Grant Director and Extension Program Leader, who will conduct required performance evaluation with input from peers and clients in accordance with UMPSA agreement. As a member of the Marine Extension Team, this position is partially funded by the University of Maine Cooperative Extension and will report accordingly.

Work Schedule: Normal University of Maine business hours are Monday through Friday 8:00 am to 4:30 pm. Occasional work beyond regular business hours (to include nights and weekends) will be necessary in order to meet the requirements of the position. The employee will establish regular office hours and in consultation with the supervisor, adjust the work schedule as necessary.

Position Type: Soft money funded position, renewed annually contingent upon continued funding from the National Sea Grant Office and successful performance.

Work Year: 12-month (fiscal year) appointment.

Work Environment/Dynamics: The work place for this position is to be determined but could be the UMaine facilities of the Center for Cooperative Aquaculture Research (CCAR) in Franklin, Maine. The nature of the work as an extension associate requires independence and initiative since, as a field-based position, daily guidance from a supervisor is not available. As a salaried employee, the normal workweek is 40 hours. The employee is not required to be on call, however, there are occasions when work related activities fall outside regular business hours. Modifications to the plan of work and/or job description are made in collaboration with the supervisor and the employer and advisory committee.

Job Family/Salary Band: 14/02

Appropriate background checks are required.

All UMS employees are required to comply with applicable policies and procedures, as well as to complete applicable workplace related screenings, and required employee trainings, such as Information Security, Safety Training, Workplace Violence, and Sexual Harassment.