



SOUTH ATLANTIC FISHERY MANAGEMENT COUNCIL

4055 Faber Place Drive, Suite 201, North Charleston SC 29405

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Carolyn N. Belcher, Ph.D., Chair | Trish Murphey, Vice Chair
John Carmichael, Executive Director

Job Announcement

Inflation Reduction Act and Climate Response Projects Coordinator

3/28/2024

The South Atlantic Fishery Management Council (Council) is seeking a contractor that will coordinate projects in the South Atlantic Region related to Inflation Reduction Act (IRA) and climate response. This position will oversee the recruitment and monitoring of projects submitted to the National Marine Fisheries Service for funds allocated to regional fishery management councils through the IRA of 2022 and also aid in implementation of the East Coast Climate Change Scenario Planning. As the funded projects are completed, the contractor will aid in development of potential actions implementing the results of the projects.

The Council, headquartered in North Charleston, SC, is responsible for the conservation and management of fish stocks within the federal 200-mile limit of the Atlantic off the coasts of North Carolina, South Carolina, Georgia, and east Florida to Key West.

Primary Duties and Responsibilities:

- Develop requests for proposals for each SAFMC IRA funded project.
- Assist with development of climate-related fisheries management planning and implementation efforts, including those in support of underserved communities.
- Plan and organize a Climate and Ecosystem Data Gaps Workshop. The Contractor will serve as editor for the final report.
- Identify measures or processes that can be implemented to improve resiliency to climate change impacts.
- Assist Council staff in the development of fishery management plan amendments using knowledge gained through funded projects.
- Perform other duties as assigned.

Knowledge, Skills and Qualifications:

Minimum Education Requirement: A Bachelor's degree in fisheries science, natural resources policy and administration, marine biology, science communication, or a related field.

Minimum Professional Experience Requirement: (no minimum required)

Preferred Experience: A Master's degree and at least 5 years of professional experience related to fisheries, natural resources, or environmental policy and including project management.

Knowledge and Skills:

- Experience developing effective written material and oral presentations for managers, scientists, or stakeholders. Provide an example of a paper or presentation provided to a management body or group of stakeholders.
- Experience working with Microsoft Office software packages. Other computer skills are desired including experience with analytical (e.g. SAS, R, GIS) or communication (e.g. Storymap, GIS, Canva, Adobe, Word Press, Shiny) software packages, applications, or interfaces.
- Experience with project coordination and planning abilities including the ability to manage multiple projects at one time.
- Familiarity with preparing requests for proposals, developing proposal schedules, and evaluation of proposals for funding.
- Ability to work remotely and complete projects within scheduled deadlines.
- Ability to work with multiple agencies and entities and resolve conflicting opinions.
- Knowledge of the federal fishery management process, fisheries ecology and biology, familiar with knowledge on climate resiliency in fisheries, and scientific peer reviews.
- Knowledge of fishery species, fisheries, and fishing communities along the Atlantic Coast specifically Southeastern United States.

Supervision Received:

Works under supervision of the Deputy Director for Science.

Supervisory Responsibilities:

None

Travel Requirements:

Overnight travel of varied frequency, duration, and destination is required. Travel associated with the job will be covered by the SAFMC.

Work Environment:

The work environment is structured and collaborative but can be challenging. Staff are expected to maintain a high standard of conduct to ensure public confidence in the actions of the Council.

SAFMC employees must comply with federal regulations and follow rules of conduct for regional fishery management council employees.

In-person attendance at meetings will be required and professional attire is required.

Salary and Term:

This position is full-time remote and the expected work schedule for most weeks is Monday through Friday 9 am to 5 pm East Coast time. Occasional weekend work, travel, or evening meeting may be required.

This position is a contract position expected for 40 hours per week and pay of \$50 per hour. Additional hours may be required when traveling.

This is a temporary, grant-funded, non-federal contractor position without benefits and subject to funds being available.

The position is scheduled to end March 15, 2027.

Application Process:

Send a cover letter; an example of a presentation or writing related to fisheries, natural resource management, or environmental policy; three references; and resume or CV detailing your pertinent education and experience to:

Chip Collier
South Atlantic Fishery Management Council
4055 Faber Place Dr, Suite 201
North Charleston, SC 29405

Applications will be accepted via email (preferred) to chip.collier@safmc.net or U.S. mail until April 22, 2024. Hiring is expected by June 2024.