



# SOUTH ATLANTIC FISHERY MANAGEMENT COUNCIL

4055 Faber Place Drive, Suite 201, North Charleston SC 29405  
Call: (843) 571-4366 | Toll-Free: (866) SAFMC-10 | Fax: (843) 769-4520 | Connect: [www.safmc.net](http://www.safmc.net)

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Trish Murphey, Chair | Jessica McCawley, Vice Chair  
John Carmichael, Executive Director

## RECRUITMENT ANNOUNCEMENT

**Date:** January 8, 2026  
**Title:** **Citizen Science Project Assistant**  
**Location:** South Atlantic Fishery Management Council  
4055 Faber Place Drive, Suite 201  
North Charleston, South Carolina 29405

The South Atlantic Fishery Management Council (Council) is seeking a Citizen Science Project Assistant that will support the Council's Citizen Science Program and assist with an individual citizen science project. 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. The Council's Citizen Science Program aims to work with fishermen and scientists to facilitate and support the development of projects to address Council specific research needs.

The Citizen Science Project Assistant is a part-time, time-limited contract position that will work closely with the Citizen Science Program Manager and Citizen Science Project Coordinator. The position will focus on assisting with the SAFMC Release project. The SAFMC Release project works with commercial, recreational, and for-hire fishermen to collect information on released fish via a mobile app, SciFish.

### **Primary Duties and Responsibilities:**

Create SAFMC Release participant accounts in the SciFish platform.

Assist with onboarding new SAFMC Release participants – sharing login details, training materials, and helping troubleshoot issues with the SciFish platform.

Assist with SAFMC Release data QA/QC efforts with potential to assist with data analysis or visualization.

Assist with coordination of the SAFMC Release Participant Recognition Program – tracking participant milestones and helping with logistics of ordering and mailing participant recognition awards.

Work with Citizen Science Program and outreach staff to identify new outreach opportunities for SAFMC Release with potential to assist in local outreach activities and development of outreach and training materials.

Other duties will vary throughout the position's duration. In general, will provide staff support for the Citizen Science Program, as needed.

**Knowledge, Skills and Qualifications:**

Minimum Education Requirement: A bachelor's degree in biology, fisheries, natural resource management, environmental education, or a related field is required.

Preferred Knowledge and Skills:

- Clear written and verbal communication skills with the ability to explain processes and provide instruction; strong attention to detail; and a demonstrated ability to effectively interact with the public.
- Understanding of and experience working in databases and with data QA/QC practices.
- Proficiency with MS Office suite is required.
- Knowledge of South Atlantic fisheries and the fishing industry. Experience with fish identification preferred to verify fish photo submissions.
- Strong communication and interpersonal skills with the ability to communicate with a variety of audiences.
- Ability to use initiative and creativity in assisting with information and outreach duties and be willing to work closely with other staff and the public in a positive and cooperative manner.
- Requires self-discipline and the ability to work independently.
- Ability to work productively in a collaborative and team environment.

**Supervisory Responsibilities:**

None

**Supervision Received:**

Works under the direct supervision of the Citizen Science Program Manager.

**Travel Requirements:**

Duties could include limited overnight travel of varied frequency, duration, and destination.

**Work Environment:**

The position requires working with a wide range of partners and participants including commercial, recreational, and for-hire fishermen; NOAA Fisheries; state and regional resource management agencies; researchers; outreach specialists; and non-governmental organizations.

Most of the work is conducted in an office setting; however, limited participation in outreach events may be required to fulfill some tasks.

Preference will be given to candidates based in or near Charleston, SC.

**Salary and Term:**

This is an independent contractor position without benefits. The duration of this temporary position will be through the end of September 2026 with the possibility for a time extension if additional funding becomes available.

Position will pay \$20/hour not to exceed 520 hours over the course of the position. Expectation is for the position to work ~10-20 hours per week.

**Closing Date:**

Hiring materials must be submitted by January 29, 2026, at 5pm EST.

**Send Cover Letter, Resume, and 2 References to:**

Julia Byrd  
Citizen Science Program Manager  
South Atlantic Fishery Management Council  
4055 Faber Place Drive, Suite 201  
North Charleston, SC 29405  
[Julia.byrd@safmc.net](mailto:Julia.byrd@safmc.net)  
843-302-8439