UNIVERSITY OF RHODE ISLAND

Position Description

TITLE: Director, Rhode Island Sea Grant Program
DIVISION: Academic Affairs
REPORTS TO: Dean, Graduate School of Oceanography
GRADE: 18
SUPERVISES: Professional, technical and clerical support staff

BASIC FUNCTION:

Provide overall leadership of the Rhode Island Sea Grant Program. This includes administration of an approximately $3.1 million state, university and federal funds budget and strategic planning for the development, evaluation and administration of Sea Grant research, extension, education, communications, and legal program activities.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Develop new opportunities with both the private and public sector to increase the Program’s ability to fund research, communicate and apply its’ outcomes, and enhance resource management. Use the Rhode Island Sea Grant Senior Advisory Council as a mechanism to understand constituent needs and to build new partnerships.

Continue positive working relationships with local and state elected officials, and the Rhode Island congressional delegation, to promote and build awareness of Sea Grant’s programs, and their impacts on and value to natural resources management in Rhode Island.

Maintain constructive working relationships with state and federal marine environmental regulatory agencies. Promote collaboration with Sea Grant programs to enhance the capacity of resource managers to manage Rhode Island’s marine and coastal resources sustainably.

Serve as an advocate and catalyst of interdisciplinary cooperative research and extension to address marine and environmental issues. Build partnerships and collaborations with University of Rhode Island departments and colleges, and between URI and other universities.

Actively participate in the Northeast Sea Grant Consortium.

Actively participate in the Sea Grant Association.

Engage with the National Sea Grant Office as an advocate for RISG and the Northeast Sea Grant Consortium. Assist in building the capacity of the national program to aide NOAA in meeting its strategic and mission goals, and congressional mandates.

Manage the program in accordance with the guidelines of the National Sea Grant Office and NOAA, the University of Rhode Island, and the Rhode Island Ethics Commission.
OTHER DUTIES AND RESPONSIBILITIES:

As a faculty member, the incumbent will be expected to carry out teaching, research, graduate student supervision, etc., as part of the responsibilities.

Be an active member of the Graduate School of Oceanography Dean’s staff.

Travel via commercial air carrier as required for overnight and/or extended stays to attend meetings and other events.

Perform other duties as required.

LICENSES, TOOLS AND EQUIPMENT:

Personal computer; word processing, database management and spreadsheet software; online systems for grants management and reporting purposes as required by state and federal granting entities such as Cayuse, GrantsOnLine, Grants-dot-Gov, e-SG and PIER.

ENVIRONMENTAL CONDITIONS:

This position is not substantially exposed to adverse environmental conditions.

QUALIFICATIONS:

REQUIRED: Academic qualifications equivalent to those of Associate to Full Professor in a department whose mission is closely related to Sea Grant activities, usually met by a Ph.D. in natural or social sciences or engineering. The following are also required: demonstrated professional achievement as evidenced by peer-reviewed publications and demonstrated success in obtaining and managing extramural funds; a demonstrated understanding of the national Sea Grant Program and its mission; demonstrated ability in staff supervision; demonstrated strong interpersonal, collaborative and team-building skills; demonstrated ability to communicate effectively verbally and in writing with a variety of audiences.

PREFERRED: Demonstrated ability or potential to administer and/or raise extramural funds for research and extension programs, including legal/policy research, education, and communications programs; demonstrated experience integrating scientific findings into state, local and/or national coastal and marine policy and resource management initiatives; demonstrated knowledge of Rhode Island coastal and marine research and resource management issues; demonstrated familiarity with user-groups served by Sea Grant.

ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION TO REASONABLY ACCOMMODATE INDIVIDUALS WITH DISABILITIES.