

Class Code.....0843  
Position #:(NUNC)...  
Developed by:.....DN  
Reviewed by:.....LK  
Approved by:.....LK  
Date:.....1/11

**UNIVERSITY OF RHODE ISLAND**  
**Position description**

**TITLE:** Director, GSO/Marine Operations  
**DIVISION:** Academic Affairs (GSO)  
**REPORTS TO:** Associate Dean, GSO/Research & Administration  
**GRADE:** 16  
**SUPERVISES:** Professional, technical and clerical support staff

**BASIC FUNCTION:**

Responsible for the overall operation and management of the oceanographic research vessel at the Graduate School of Oceanography, the Marine Office, and the technical support personnel (Marine Technicians). Act as the liaison between the scientific party, marine technicians, research vessel, Marine Office personnel, can funding agencies with regard to shipboard scientific operations and equipment.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Set policy, develop and enforce procedures for safe and effective research ship operations at sea under both normal and extreme environmental conditions. Monitor Research Vessel (R/V) status daily when ship is underway. Ensure compliance with federal, state, and University regulations and policies regarding hazardous and radioactive materials and waste.

Prepare and administer proposals and budgets for the federally-owned R/V Ship Operations Program, NSF Oceanographic Technical Services, grant-funded marine capital equipment, oceanographic instrumentation, and shipboard scientific support equipment. Negotiate and administer resulting grants and cooperative agreements, ensuring compliance with federal and state regulations. Manage all business related to the ship and associated marine technicians, including rate setting, cost analysis and control, purchasing, invoices and shipping.

## **Director, GSO/Marine Operations (0843) (NUNC)**

### **Page 2 of 4**

Promote, negotiate, and schedule research cruises on R/V by working with NSF's Division of Ocean Studies, USN's Office of Naval Research, NOAA, State of Rhode Island, and the UNOLS scheduling office to meet the needs of scientific and educational users.

Manage the provision, modification, maintenance, and integration of institutional and investigator equipment and other cruise-related scientific needs, including any special technical requirements, such as ship modifications needed to achieve or enhance scientific goals. Provision may also require the development of agreements for reciprocal loans of equipment between institutions to maximize the scientific return on instruments and equipment, especially in situations where GSO equipment has been incapacitated or lost at sea.

Maintain policies, standard practices, training programs, and auditing procedures for the safe and efficient use of scientific equipment at sea. Ensure compliance with state and federal HAZMAT and safety regulations. Prepare, implement, and integrate into standard practice training programs and procedures for new or loaned equipment. Maintain and implement a human resource plan to ensure the availability of an appropriate mix of technical specialists to meet the annual science goals.

Recruit, hire, train, and supervise crewmembers and marine technicians for the R/V in compliance with United States Coast Guard and American Bureau of Shipping operating requirements. Represent University management in crew and marine technician union issues; assist the University's Office of Human Resource Administration in negotiating union contracts as appropriate. Manage shore-based ship administrative support personnel.

Act as Designated Person for R/V's Safety Management System (SMS) as defined in the International Safety Management (ISM) Code. Make additions and modifications to the R/V's SMS as required. Schedule audits and perform related duties as necessary.

Maintain R/V in American Bureau of Shipping (ABS) class. Oversee planning and execution of the ship's maintenance program, from routine planned maintenance to periodic shipyards to emergency repairs. Monitor the condition of ship support facilities (e.g., dock and storage areas), and coordinate maintenance needs with the Director of Facilities.

Supervise specification preparation for annual and quadrennial repairs of the ship. Oversee overhauls and upgrades, including major refits. Keep the Associate Dean, GSO/Research and Administration, the Director of NBC Facilities, and other University administrators appropriately informed regarding operations.

## **Director, GSO/Marine Operations (0843) (NUNC)**

### **Page 3 of 4**

Coordinate with chief scientists and principal investigators to ensure safe, effective science operations, and to maximize scientific productivity on each cruise.

Serve as liaison between the ship and the University, as well as with state, local, federal, private and international agencies. Serve as URI/GSO's representative to UNOLS. Participate on UNOLS and federal agency committees and panels. Serve as a member of GSO's ship committee and other vessel-related committees.

Obtain research clearances from the U.S. State Department for scientific work in territorial waters of other nations. Ensure Principal Investigator compliance with obligations to submit cruise data as required by the country granting ship clearance.

Obtain agents for outlying ports through a local agent, including liaison for Transportation, materials, fuel, customs, and immigration.

### **OTHER DUTIES AND RESPONSIBILITIES:**

Perform additional responsibilities as required.

### **LICENSES, TOOLS, AND EQUIPMENT:**

Personal computers and printers; word processing and database management. Must be able to obtain a U.S. passport.

### **ENVIRONMENTAL CONDITIONS:**

This position requires the ability to move throughout a research vessel (R/V) underway, enter confined spaces, and climb masts or other ship structures. Occasional travel and days at sea are required

### **QUALIFICATIONS:**

**Required:** Bachelor's degree from an accredited college or university in science or engineering; extensive working knowledge of shipboard operations and systems; extensive experience in planning and managing ship repairs, both in shipyards and under emergency conditions; minimum of five years of sea-going experience on oceanographic research ships, and a minimum of three years of experience managing shipboard logistics, human resource requirements, and operations; recent operational experience in management of academic multi-disciplinary oceanographic shipboard research involving worldwide operation of a mid-size or larger vessel, and which includes deck and marine engineering as well as logistics; experience managing a technical staff; broad knowledge of oceanographic instrumentation and data-gathering techniques;

**Director, GSO/Marine Operations (0843) (NUNC)**  
**Page 4 of 4**

direct experience dealing with federal agencies that fund oceanographic research (e.g., NSF, ONR, NOAA), and which includes proposal preparation, negotiation, performance, and reporting; recent experience managing federal grants; experience in specification writing and managing shipyard overhauls and refits; knowledge of common computer software applications, such as Word, Excel, and email. Must be able to obtain a U.S. passport.

**Preferred:** Advanced or professional degree; licensed merchant marine officer or officer rank in federal sea-going uniformed service; hands-on experience with shipboard oceanographic or hydrographic systems and data processing; understanding of U.S. and international maritime regulations, conventions, and codes (e.g., SOLAS, OPA-90, and ISM); employment as a manager of seagoing marine technicians.

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