

Job Code:..... 101335  
Position#: .(PSA) . (E)  
Developed by:.....DP  
Reviewed by:.....DLJ  
Approved by:.....LK  
Date:.....11/18

**UNIVERSITY OF RHODE ISLAND**  
**Position Description**

**TITLE:** Coordinator, Marine Technical Projects  
**DIVISION:** Academic Affairs (Graduate School of Oceanography)  
**REPORTS TO:** Director, Marine Operations  
**GRADE:** 12  
**SUPERVISES:** Professional, technical and other support staff

**BASIC FUNCTION:**

Responsible for management, design, and implementation of marine technical projects throughout the Graduate School of Oceanography to include support of ship operations, technical services, Inner Space Center, Marine Research Scientists and Faculty research projects.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Serve as institutional liaison for the Regional Class Research Vessel (RCRV) between URI and the National Science Foundation to include attendance at various RCRV project update meetings and reviews.

Responsible for scientific outfitting of the RCRV in conjunction with the URI Marine Operations Staff and the NSF construction office to include Lab Mockup and Build Reviews, Transition to Operations Planning Tasks, Vessel Scientific outfitting procurements, Planning for Post Delivery Science Mission Trials, Organizing and facilitating institution crew and technician training and vessel equipment training and inspection.

Provide technical assistance to the Port Engineer in the maintenance, repair, and upgrading of Endeavor and RCRV engineering systems.

Assist with routine and emergency maintenance, repairs, and modifications for science, and various other shipboard electrical/electronic equipment.

Assist as on-site representative during shipyard overhauls and in port maintenance periods.

Asset in the inspection and approve of the quality and completeness of work done on the vessel by vendors, contractors, and ship's force.

Support telepresence operations at ISC and onboard research vessels especially in the National Academic Research Fleet (ARF).

Design and maintain network architecture and engineering support for ship-to-shore telepresence/datapresence.

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Install and decode software for data streaming and visualization for shore-based support of at-sea operations.

Create (design, development, and commissioning) and manage portable telepresence equipment for research and outreach applications onboard ships.

Assist with ISC operations in support of all ARF ships.

Be available for routine and emergency work nights and weekends.

Travel and work at sea may be required in the performance of the duties of the position.

**OTHER DUTIES AND RESPONSIBILITIES:**

Perform additional duties as required.

**LICENSES, TOOLS, AND EQUIPMENT:**

Personal computers, printers and word processing, database Management, website and spreadsheet software.

**ENVIRONMENTAL CONDITIONS:**

This position is not substantially exposed to adverse environmental conditions. Environmental conditions will occasionally include those typical of a ship underway.

**QUALIFICATIONS:**

**REQUIRED:** Bachelor's degree in a science, engineering, or other technical field; Minimum of five years of experience in executing federally-funded oceanographic programs; Demonstrated science background, including a background in the oceanographic research field; Demonstrated experience as an at-sea technician and/or marine operations manager; Demonstrated experience with trouble shooting and repair of installed ship electronic systems (e.g. ship radar, navigation, bridge electronic systems and other technical equipment designed for the marine environment); Demonstrated experience with research vessel scheduling and cruise planning; Demonstrated experience using databases and information systems to maintain accurate and up-to-date records and information; Demonstrated supervisory experience; Demonstrated strong interpersonal and verbal communication skills; Demonstrated proficiency in written communication skills; Demonstrated ability to work cooperatively (particularly in a training/Research & Development environment); and Demonstrated ability to work with a diverse groups/populations.

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**PREFERRED**: Master's Degree in a science, engineering, or other technical field; Demonstrated experience with shipyard production supervision; and, Demonstrated experience in maintaining and managing websites.

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