



Field Science Coordinator

Great Pond Foundation

Edgartown, MA

www.greatpondfoundation.org

Job Description: Great Pond Foundation seeks applicants for the position of Field Science Coordinator to join our team and coordinate field program activities. This position is part time (20 hrs/week) and year-round with the potential to become full time. We are looking for a hardworking, positive, and proactive person who loves learning and spending time on the water. This job requires early starts, attention to detail, long hours in the sun, teamwork, and problem-solving skills. During the field season much of the time is spent in boat on the water, or in the water. In the offseason data analysis, equipment maintenance, and preparation for the next season are the focus.

Duties: Coordinate activities of the field program, maintain equipment, order supplies, assist in the training and management of interns. Field projects include but are not limited to water sampling, eelgrass surveys, oyster ecological assessment, collection of biological specimens, and assisting other island non-profits and field collaborators. Applicants should be good communicators, be comfortable in and on the water, be capable of juggling multiple tasks, learning new techniques, and working well as a member of a team.

Qualifications:

- Strong work ethic, attention to detail, and excellent communication skills a must;
- Field sampling and/or laboratory experience in a research setting;
- Working knowledge of computers and willingness to learn, proficiency with Microsoft Excel preferred;
- Coordination or management experience preferred;
- Must be comfortable in and around water, be a capable swimmer, and be able to spend full days in the sun;
- Small boat-handling and snorkeling/diving experience preferred;
- Applicants should have a B.S. or B.A. or higher in biology, marine biology, ecology, biochemistry, environmental science, or related field, or equivalent experience.

Salary: Competitive and commensurate with experience.

Application Deadline: March 15th, 2019.

To Apply: Please send a cover letter, resume, and the contact information of three professional references to emily@greatpondfoundation.org.

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