



**Southeast Ocean and Coastal Acidification Network (SOCAN)  
Program Coordinator (~ 10 hours/week)**

SOCAN seeks a part-time Program Coordinator to help increase the capacity of its network to effectively engage stakeholders. This will be a contract position. The ideal candidate must have strong communications and organizational skills and be able to work independently with a diverse group of people.

**About SOCAN**

SOCAN's mission is to advance estuarine, coastal and ocean acidification research and stakeholder collaboration in the Southeast Region from North Carolina to Florida. SOCAN provides a forum for understanding and addressing estuarine, coastal and ocean acidification issues by representing interdisciplinary scientists, resource managers, business, industry and others, including local, state and federal interests. With the Southeast Coastal Ocean Observing Regional Association (SECOORA) as a supporting framework, SOCAN:

1. Synthesizes and disseminates the most recent scientific, technical and socioeconomic information relevant to species and ecosystems that could be affected by acidification;
2. Identifies knowledge gaps;
3. Sets regional priorities for monitoring and research;
4. Collaborates in the development of a Southeast regional acidification monitoring network;
5. Encourages and supports scientific research collaborations and data sharing; and
6. Responds to stakeholder needs, as appropriate.

**Duties**

This is a two-year effort aimed at increasing the capacity of SOCAN to effectively engage stakeholders. However, we will contract for one-year with an option to extend for a second year.

Year 1 primary duties include:

- a) developing outreach materials from key messages, including presentations and other products from the January 12-13, 2016 SOCAN Meeting;
- b) publishing a monthly SOCAN newsletter;

- c) supporting the SOCAN Steering Committee in developing and publishing papers in a scientific journal, including opportunities to co-author papers where appropriate; and,
- d) other duties as assigned.

Year 2 primary duties include:

- a) continuing to support the SOCAN Steering Committee in developing and publishing papers in a scientific journal;
- b) continuing Year 1 communication efforts as necessary;
- c) organizing a series of meetings to engage stakeholder groups in each state to assess their knowledge of OA, needs for additional information, and interests in partnering on monitoring and other SOCAN activities; and
- d) other duties as assigned.

### **Ideal Candidate**

- Motivated self-starter with ability to work independently and as part of a team.
- Undergraduate/graduate-level coursework in biology, chemistry, or environmental studies. Knowledge of ocean acidification science a plus. Preferably enrolled at a higher education institution, but not required.
- Strong written and verbal communication skills.
- Experience with organizing people and meetings. Experience in manuscript preparation and publishing would be a plus.
- Strong computing skills, including fluency in Microsoft Office Suite.
- Familiarity with Constant Contact, Google Forms, Adobe Acrobat, InDesign and Photoshop a plus, but not required.
- Experience in establishing and maintaining mutual and positive relationships with a diverse group of stakeholders.
- Must have own computer, phone, and access to Wi-Fi.

### **Travel**

There will be some travel associated with this position (One to two weeks in Year 2).

### **Work Location and Duration**

Qualified candidates can work from any US location, although strong preference for someone located in the Southeast region. SOCAN does not have a formal office. Computer and phone services will not be provided.

### **Compensation**

\$26,000 over two years

**Application Instructions**

Applicants are asked to please submit a letter of interest, resume, short writing sample, and three references to [abbey@secoora.org](mailto:abbey@secoora.org). Deadline is Monday August 15, 2016, 5 PM Eastern.

**For more Information**

Contact: Debra Hernandez, Executive Director  
SECOORA  
(843) 906.8686  
Debra@secoora.org

**Additional Resources:**

Southeast Ocean and Coastal Acidification Network (SOCAN):  
<http://secoora.org/socan>

NOAA Ocean Acidification Program: <http://oceanacidification.noaa.gov/>

Southeast Coastal Ocean Observing Regional Association: <http://secoora.org/>