

## About SECOORA

The Southeast Coastal Ocean Observing Regional Association (SECOORA) is a regional non-profit organization based in Charleston, South Carolina. SECOORA works with stakeholders within the four southeastern states – North Carolina, South Carolina, Georgia, and Florida – to monitor our coasts and ocean. SECOORA provides coastal and oceanographic data and products to communities, state and Federal agencies, and industries within the region. SECOORA is one of 11 Regional Associations working in partnership with the [Integrated Ocean Observing System \(IOOS\) Program Office](#), other federal agencies, and interested stakeholders in the public and private sectors to build and operate our Nation’s coastal and ocean observing capabilities.

## About the Position

SECOORA is seeking to hire a Water Level Project Manager to lead a multi-year project to design and operate a regional water level sensor network, including supporting installation and maintenance activities of funded partners. SECOORA is working with partners to install lower cost water level sensors to collect data for helping communities and researchers make decisions related to coastal flooding and weather hazards.

The Water Level Project Manager will work with the SECOORA Deputy Director to effectively capitalize on, and evolve, the SECOORA regional coastal ocean observing system. This position will coordinate the operation of existing (and expansion of new) water level monitoring sensors along coastal North Carolina, South Carolina, Georgia, and Florida. Learn more about the SECOORA [Southeast Water Level Network](#).

Travel is required to effectively coordinate with water level team operators on the installation, maintenance, and surveying of stations.

## Primary Responsibilities

### *SECOORA Water Level Network Operations*

- Coordinate the regional water level network’s Principal Investigators (PIs) and ensure the project teams are following SECOORA-developed [Standard Operating Procedures \(SOPs\)](#) for the 70 existing water level sites, and up to 70 new installations.
- Troubleshoot stations with PIs, and assist with field work as needed, to bring stations back online.
- Assist the project PIs with vertical elevation surveys, and process GPS data using NOAA National Geodetic Survey’s Online Positioning User Service (OPUS).
- Update, as needed, the SECOORA SOPs for sensor site reconnaissance, installation and operations, and vertical elevation surveys.

- Gather and share information on each states' water level monitoring activities, plans, and priorities. This includes tracking locations for new site installations, and completing National Environmental Policy Act (NEPA) environmental compliance checks for each location.
- Monitor station performance and up-time metrics, based on SECOORA data quality control (QC) daily email alerts.
- Provide SECOORA data management team with accurate elevation data for each station.
- Collaborate and share information with other IOOS Regional Association water level networks.
- Work with NOAA's CO-OPS and NGS to schedule trainings for SECOORA PIs.
- Coordinate with SECOORA community engagement partners in state Sea Grant programs to facilitate installation of water level stations in underserved communities (i.e., proper siting, helping identify station communications options, maintenance/survey considerations).

#### *Additional Responsibilities*

- SECOORA works with PIs across the southeast to operate and maintain oceanographic, meteorological, and coastal stations. There is the potential for this position to assist SECOORA PIs with field work related to buoy deployments/maintenance, glider deployments/recovery, and High Frequency Radar maintenance.
- Discuss water level data access needs with community members to help identify better ways to provide the data to stakeholders.
- Develop semi-annual reports for SECOORA Progress Reports.

#### **Minimum Qualifications and Required Expertise**

- B.S. or advanced degree in a relevant field of marine science or engineering. We will also consider candidates with an Associate's Degree and unique or extensive relevant experience.
- Technical and practical knowledge of water level sensors and other weather and marine instrumentation, particularly with experience installing sensors and the associated power systems (e.g., solar panels, batteries) and communications equipment (e.g., cellular SIM cards, access to WiFi networks) so that data flows to SECOORA data providers.
- Experience with vertical elevation surveying techniques and use of RTK/RTN GPS survey equipment preferred. Proficiency with leveling for surveys is not required but is encouraged.
- Demonstrated strategic thinker; ability build operational monitoring systems and conduct sensor comparisons and cost evaluations.
- Self-starter, able to manage schedule.
- Interest and experience in organizing project teams. This includes reviewing contracts and assuring that overall project team goals and objectives are met and that teams are in compliance with subaward and contract conditions.
- Excellent communication skills including working and communicating with both technical and nontechnical colleagues. Ability to contribute technical information for grant proposal development may also be required.
- Experience with programming languages for data analysis is preferred, but not required (e.g Python, MatLab, GIS,).



## Position Type

This is a full-time (40 hours/week) position. Funding is committed for two years with potential to extend based on performance, demonstrated need, and additional funding success. This position can be hired as an employee or a contractor. Applicants should identify their preference in their cover letter. If the applicant prefers a contractor role, please list the hourly rate in the cover letter. Compensation will be commensurate with experience, estimated in the \$65,000 to \$80,000 annual salary range for employees; full benefits including medical, paid vacation, and contribution to an individual retirement account.

## Work Location and Hours

This position is fully remote. Ideally the successful candidate will be located in the Southeast U.S. Standard business hours are Monday through Friday 9:00 am to 5:00 pm although the position will require regular travel throughout the southeast up to 30% of the time. Job duties may require periodic work on weekends and evenings as fieldwork, workshops, and other engagement opportunities dictate.

## Application Instructions

Submit resume (3 pages maximum) and 1-page cover letter to Jennifer Dorton (jdorton@secoora.org). The search committee will review applications beginning August 1, 2023, and will continue until the position is filled. References will be requested for the top candidates after the interview process.

## Equal Employment Opportunity Employer

SECOORA provides equal employment and contractor opportunities. SECOORA prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state.

