

## Partnership for the Delaware Estuary

### **JOB DESCRIPTION**

<b>Title :</b> Science Fellow <b>Grade / Step :</b> A2	<b>Status:</b> Non-exempt Full Time Regular
<b>Incumbent:</b>	<b>Signature:</b>
<b>Schedule:</b> 9a.m. – 5p.m. Monday - Friday	<b>Date:</b>

### **GENERAL DESCRIPTION**

The Science Fellow will spend a significant portion of their time assisting with the implementation of the new Mussels for Clean Water Initiative, which will include construction of a new mussel hatchery. Office tasks will include correspondence, meetings, data analysis and reports for a variety of audiences. The Science Fellow will also assist with diverse field and lab tasks associated with PDE's science, restoration and monitoring programs.

### **JOB FUNCTION**

1. Assists with partner coordination, meeting planning, note-taking, and reporting in support of the Mussels for Clean Water Initiative, and specifically the mussel hatchery construction process. Participates in:
  - Planning meetings with diverse academic, non-profit, and agency partners.
  - Gathering data and information to help design and operate the hatchery, including best practices guides for managing mussel genetics and disease.
  - Facilitating the design of a shellfish hatchery that can propagate and rear large numbers of freshwater mussels.
  - Field monitoring of construction progress.
  - Tracking task timelines and assisting in the preparation of progress reports.
  - Preparing outreach products about the Initiative for diverse audiences.
2. Assists with the development and assessment of shellfish-based projects spanning freshwater and saltwater habitats. Participates in:
  - Rearing of juvenile shellfish.
  - Measuring shellfish-mediated ecosystem services, such as benefits to water quality.
  - Analyzing and organizing research data.
  - Surveying and monitoring of shellfish populations.
  - Designing shellfish-themed public exhibits and outreach products.
3. Assists with habitat restoration projects. Participates in:
  - Performing research on tactics to enhance shellfish recruitment and carrying capacity in living shorelines and related habitat enhancement projects.
  - Collecting geospatial survey data for designing new living shoreline projects.

- Installing new living shoreline treatments and other habitat projects such as rain gardens.
  - Monitoring existing living shoreline projects.
4. Assists in other science and restoration programs. Participates in:
- Conducting assessments of tidal wetland condition.
  - Measuring biological, chemical and physical conditions at monitoring stations.
  - Completing office tasks such as data entry, analysis, reporting and attending/organizing meetings.
5. Completes all other duties as assigned.

### **REQUIRED SKILLS & EXPERIENCE**

1. Bachelor's degree from an accredited college in a life or environmental science field.
2. 1 year of work experience or advanced degree work, including field experience.
3. Knowledge of and experience in monitoring, statistics and research studies.
4. General understanding of environmental sciences and ecology, plus direct experience working with either saltwater or freshwater shellfish.
5. Knowledge of native fauna and flora of the Delaware Estuary.
6. Ability to work cooperatively on a team and independently on field, office and data tasks.
7. High level of safety awareness.
8. Excellent organizational and written/oral communication skills, including technical writing experience (reports, publications or thesis).
9. Knowledge of Microsoft Office suite, and data entry and analysis.
10. Valid United States driver's license.

### **WORKING CONDITIONS**

Time spent in this position will primarily be in an office or at meetings. Some time will also be outdoors (in and along the shoreline and wetlands, river and creeks of the estuary). Occasionally, there will be tasks completed in a storage/warehouse facility. Work hours may shift dependent on the tides or project assignment. Occasionally, there will be a need to work long hours or on a weekend day.

### **PHYSICAL REQUIREMENTS**

The incumbent should be able to lift 50 pounds. The incumbent should be able to sit and stand for at least 5 hours at a time.

### **REPORTING RELATIONSHIPS**

Reports to: Senior Science Director

Direct reports: None