



Position Announcement: Ocean Data Information Manager

The [Mid-Atlantic Regional Council on the Ocean \(MARCO\)](#) is seeking a GIS professional who ultimately will manage the [Mid-Atlantic Ocean Data Portal](#) and work with the Portal Team to develop a transition plan.

The MARCO Ocean Data Information Manager will work in collaboration with the MARCO Management Board and staff, the Portal Team, agency staff, and contractors to advance the continued development and maintenance of the Data Portal. This will include a range of technical tasks associated with spatial data and information updates and maintenance, as well as serving as the key MARCO point person on Data Portal outreach, engagement, and communications. The MARCO Ocean Data Information Manager position has the possibility to transition into a management role over time and as funding allows.

This is a one-year contractual position with potential for renewal, pending funds.

Background

Established by the Governors of the five coastal Mid-Atlantic states in 2009, MARCO is a partnership of Delaware, Maryland, New Jersey, New York, and Virginia designed to enhance the vitality of the region's ocean ecosystem and economy. MARCO uses [regional ocean planning](#) as a means to advance the priorities identified in the Mid-Atlantic Governors' Agreement on Ocean Conservation.

As part of MARCO's role in regional ocean planning, the Mid-Atlantic Ocean Data Portal was created in partnership with the Monmouth University Ocean Data Portal Team (Portal Team). The Data Portal serves as an online toolkit and resource center that consolidates available data and enables state, federal, and local stakeholders and managers—as well as the general public—to visualize and analyze ocean resources and human use information such as fishing grounds, recreational areas, shipping lanes, habitat areas, and energy sites, among others. The Data Portal is updated regularly by the Portal Team to ensure the most current and appropriate datasets are available to advance MARCO priorities. The Data Portal serves as a platform to engage coastal Mid-Atlantic citizens, putting essential data and state-of-the-art mapping and visualization technology into the hands of the agencies, industry, community leaders, and stakeholders engaged in ocean planning.



Responsibilities

Project Coordination & Management

- Working with the Portal Team to transfer management of the Data Portal from Monmouth University to MARCO.
- Coordinating with the Portal Team to track the overall work flow, Portal Team, and tracking project activities and grant deliverables.
- Hosting and participating in bi-monthly and other conference calls of the Portal Team as needed, including agenda development, discussion facilitation, and follow-up of next steps.

Data & Information Management

In collaboration with the Portal Team, agency staff and contractors, assist completion of technical tasks including but not limited to:

- Compiling, updating and maintaining best available spatial data in collaboration with data providers.
- Updating and maintaining Data Portal data structure, background information and multimedia content via Data Portal's administrative interface.
- Identifying and addressing high priority data development needs and customizing data products to optimize user experience and utility for ocean planning applications.
- Identifying and addressing Data Portal platform and feature set development needs to optimize user experience and utility for ocean planning applications.
- Maintaining and expanding partnerships with state and federal ocean planning and mapping agencies and individuals to improve coordination across groups and jurisdictions and efficiently advance diverse data development needs.

Communications & Outreach

- Liaising with Regional Planning Body working groups to align Data Portal resources to support Ocean Action Plan development and implementation.
- Hosting webinars and meetings to demonstrate Data Portal information, data and functions.
- Staffing Data Portal exhibit at meetings and events, and offering hands-on demonstrations to interested parties.

- Receiving inquiries from general public about Data Portal and coordinating with Portal Team to provide responses.
- Assisting Data Portal users with questions regarding data, functionality, and application to ocean planning.
- Providing updates to MARCO staff (weekly) and the MARCO Management Board (monthly) on Portal Team completed and planned activities.
- Assisting in providing written and verbal updates to funders.

Required Skills and Experience

- Bachelor's Degree in relevant discipline and at least two years related experience or equivalent combination.
- Demonstrated competency with data development, analysis, and storage, including spatial and non-spatial data.
- Experience with ArcGIS or other GIS software used to develop, analyze and maintain spatial data.
- Experience and use of mapping tools and communicating with diverse stakeholders in planning processes.
- Effective communication skills and the proven ability to translate data needs and limitations to a non-technical audience.
- Demonstrated success working individually and as part of a team.
- Familiarity with state and federal standards for GIS data and QA/QC protocols.

Desired Skills and Experience

- Familiarity with current and emerging coastal and ocean issues in the Mid-Atlantic region and associated data needs.
- Established professional relationships with state and federal ocean and coastal agencies, Tribes, and ocean and coastal stakeholders in Mid-Atlantic region.
- Experience handling confidential information, and understanding political sensitivities.
- Familiarity with regional ocean planning.
- Familiarity with coastal and marine ecosystem science and natural resource management.

Location

Negotiable home office in Virginia, Maryland, Delaware, New Jersey, or New York. Work space at one of the MARCO state offices may also be provided. Must be willing to travel throughout the Mid-Atlantic region as needed and participate in staff meetings at MARCO office in Annapolis, Maryland as needed. Must provide own transportation. Reimbursement is available for travel, supplies, equipment, and consumables.

Compensation

Salary will be commensurate with experience and qualifications. This is a full-time contract position for one year, with the possibility of renewal, contingent upon available funding. No medical or retirement benefits will be provided, however paid vacation and sick time are accrued. The Ocean Data Information Manager will be a self-employed contractor and is responsible for all taxes. The position is via contract with the Coastal States Stewardship Foundation (CSSF), MARCO's fiscal agent.

Application Package

Please send applications no later than **5:00 pm Eastern on February 15, 2016**; however, the posting will remain open until filled. Please include:

1. Cover letter;
2. Resume;
3. Three references;
4. Writing sample that demonstrates translation of technical material to non-technical audience; and
5. Salary requirements.

Submit to:

Kaitly Goldsmith
Project Coordinator
kgoldsmith@midatlanticocean.org

Interviews are anticipated for late February/early March. No calls please. Only applicants who are selected for interviews will be contacted.