



RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM

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ANNOUNCEMENT

November 24, 2021

THE RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM SOLICITS APPLICATIONS TO ESTABLISH A LIST OF ELIGIBLES FOR THE FOLLOWING LIMITED TERM APPOINTMENT, 100% FEDERALLY FUNDED FULL-TIME POSITION (SUBJECT TO THE AVAILABILITY OF FUNDS):

Position Title

Extension Associate I (ORSP – Sea Grant)

(JOB # RC-22-09)

Application Deadline:

11:59 p.m. on December 02, 2021 (Chamorro Standard Time/UTC+10)

Application Process:

1. Applicants must complete the RCUOG online job application at <https://www.uog.edu/rcuog/employment-application> or
2. Email RCUOG application, cover letter, resume and transcripts to rcuoghr@triton.uog.edu. The RCUOG application can be downloaded from <https://www.uog.edu/rcuog/employmentapplication> and can be submitted digitally along with supporting documents.

Salary

Grade J, Step 1, \$14.94 to Step 3, \$16.09 per hour
Temporary, Full-Time, 40 hours per week

Benefits:

Full-Time: Social Security, Medical and Dental Insurance, 4 hours annual leave and 4 hours sick leave per pay period, holiday pay, up to 3% 403(b) match based upon employee contribution of 3%.

The position will begin on **December 06, 2021** and ends on **December 05, 2022** based on availability of funds with possibility of extension should additional funds become available.

Location:

ORSP, Sea Grant, University of Guam, Mangilao, Guam

Minimum Qualifications:

- Bachelor's degree in environmental or agricultural sciences, water resources, planning, or a related natural resource management from a U.S. regionally accredited institution or foreign equivalent;
- Two (2) years of work experience in agricultural and farming practices;

Minimum Knowledge, Skills and Abilities:

- Ability to work effectively with individuals, groups, and units of government;
- Ability to work outdoors for long periods, and occasionally on mountainous and remote terrain;
- Proficiency in the use of MS Word and Excel;
- Ability to learn new computer applications;

Preferred Qualifications:

- Ability to effectively coordinate and manage a complex multi-organizational project;
- Working knowledge of watershed issues, non-point source pollution remediation strategies, watershed management, and aquaculture;
- Ability to work independently, establish work priorities, and manage time effectively;
- Excellent writing, presentation, and public relations skills;

Necessary Qualification:

- Must possess a valid driver's license;

Character of Duties:

The responsibilities and primary functions of the position include, but are not limited to:

- Assist with the maintenance of the GROW nursery and other nursery space utilized for UOG Sea Grant projects;
- Ability to identify and collect appropriate seeds and seedlings for propagation;
- Propagation of native plants and appropriate species for planting events;
- Establish and maintain sound working relationships with watershed and aquaculture partners, including residents, community groups, federal, state and local agencies;
- Assist in community in building public awareness and engagement through outreach efforts related to watershed and aquaculture. This includes developing and disseminating outreach materials to stakeholders at venues such as community events, classrooms, and networking meetings with partners and individuals;
- Coordinate the development of future watershed plans and efforts through the collection and analysis of land use and resource information, identification and clarification of stakeholder concerns, establishment of goals, and supporting locally initiated strategies;
- Assist with water quality monitoring at project sites as needed;
- Assist with UOG Sea Grant aquaculture/aquaponics activities;
- Participate in regular UOG Sea Grant staff meetings and reporting of activities;
- Develop work plans and provide timely reporting of activities including impacts and accomplishments;
- Write quarterly and final reports on watershed projects;

UOG Station, Mangilao, Guam 96923

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- Other duties as assigned;

Required Documents:

To validate credentials you may claim, (e.g., High School Diploma, College Transcript, etc.), an original or certified copy of the document(s) must accompany the application. Failure to provide proof may result in your disqualification. A selected candidate must provide official transcripts prior to hire date.

Police and Court Clearance:

Pursuant to Public Law No. 28-24 and Executive Order No. 2005-34, applicants selected for a position are required to provide original police and court (Superior Court of Guam) clearances of no more than three (3) months old prior to commencement of employment. Off-island applicants must obtain clearances from their place of residence. Applicants are responsible for fees associated with obtaining the clearances.

Work Eligibility:

- Submission of completed job applications authorizes the Research Corporation of the University of Guam to seek and obtain information regarding the applicant's suitability for employment. All factors which are job related may be investigated (i.e., previous employment, educational credentials, and criminal records).
- All information obtained may be used to determine the applicant's eligibility for employment in accordance with equal employment opportunity guidelines. In addition, the applicant releases previous employers and job-related sources from legal liability for the information provided.
- Should an applicant be convicted of any crimes other than a minor traffic violation, all applicable information must be provided in the form of a police clearance report and court clearance report. Failure to admit any felony convictions may result in immediate disqualification or disciplinary action.
- Section 25103, Chapter 25, Title 10 of the Guam Code Annotated requires college or university employees to undergo a physical examination, to include a test for tuberculosis (skin or x-ray), prior to employment and at least annually thereafter. A report of such examination must be conducted by a licensed physician within a state or territory of the United States and must be submitted upon request.
- Federal law requires presentation of eligibility to work in the United States within seventy-two (72) hours of reporting for employment. Specifically, 8 USC 1324A requires the employer to verify the identity and eligibility to work in the United States of all newly hired employees. The Research Corporation of the University of Guam is required to comply with this law on a non-discriminatory basis. If you are hired to fill a position with the Research Corporation of the University of Guam, you will be required to present valid documents to comply with this law.

The Research Corporation of the University of Guam complies with Public Law 24-109 in reference to the provisions and requirements of the Americans with Disabilities Act. Assistance in EEO/ ADA matters and inquiries concerning the application of Title IX and its implementing

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regulations may be referred to the University's Director, EEO and Title IX/ ADA Coordinator, located at the EEO/ ADA and Title IX Office, Dorm II, Iya Hami Hall, Room 104, Telephone No. (671) 735-2244; TTY (671) 735-2243; or to the Office of Civil Rights (OCR).

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