



# RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM

*The Research Corporation of the University of Guam does not discriminate on the basis of sex, race, color, religion, national or ethnic origin, disability unrelated to job requirements, age (except as permitted by law), citizenship status, marital status, or political affiliation. Furthermore, the Research Corporation of the University of Guam does not discriminate on the basis of sex in the admission to or employment in its educational programs or activities.*

## ANNOUNCEMENT

March 12, 2024

**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 PART-TIME POSITION (SUBJECT TO THE AVAILABILITY OF FUNDS):**

**Position Title**

**Extension Associate III (ORSP – CIS/Sea Grant)**

**(JOB # RC-24-43)**

**Application Deadline:** 11:59 p.m. on March 19, 2024 (Chamorro Standard Time/UTC + 10)

**Application Process:**

1. Applicants must complete the RCUOG online job application at UOG’s online employment portal at <https://uog.peopleadmin.com/> or
2. Submit hardcopy documents to the RCUOG office located in House #24, Dean Circle, UOG Campus to apply.

**Salary**

Grade N, Step 1, \$26.40 – Step 10, \$36.25 per hour  
Temporary, Part-Time, up to 39 hours per week

**Benefits:**

Part-Time: Social Security

**Minimum Qualifications:**

- Master’s degree from a U.S. regionally accredited institution or foreign equivalent;
- Five (5) years of relative professional work experience;

**Minimum Knowledge, Skills, and Abilities:**

- Strong understanding of circular economy principals and concepts;
- Strong research and analysis skills;
- Strong outreach and community engagement abilities;
- Excellent organizational skills and the ability to manage conflicting priorities;
- Excellent written and oral communications skills;

1

UOG Station, Mangilao, Guam 96923

Tel: (671) 735-0336/0249/50/51 Email: [rcuoghr@triton.uog.edu](mailto:rcuoghr@triton.uog.edu)

The Research Corporation of the University of Guam is an equal opportunity employer and provider.

- Highly-skilled performing team player;
- Skilled in communicating complex and conceptual ideas to a diverse set of groups and stakeholders;
- Ability to design, implement, and manage complex projects;
- Ability to form and maintain formal and informal relationships across academia, government, non-profits, and the business sector;

**Preferred Qualifications:**

- Master's degree in Economics, Social Science, Environmental Science, Business Administration, Sustainability, or related field from a U.S. regionally accredited institution or foreign equivalent;

**Character of Duties:**

The Extension Associate III will support the goals of the UOG Center for Island Sustainability/Sea Grant (CIS/SG) programs through a focus on the G3 Circular Economy initiatives as well as the San Diego State University (SDSU) Environmental Justice Thriving Communities Technical Assistance Center (TCTAC) Outreach project regionally for Guam and regional island partners through the following duties:

- Under the supervision of the Director, serve as a project coordinator at the G3 Circular Economy Makerspace and Innovation Hub and contribute to knowledge generation, knowledge exchange and knowledge transfer activities;
- Research, evaluate, and support the development of circular economy products and concepts for Guam and regional partners;
- Provide economic valuation for sustainable actions implemented under the G3 Action Framework;
- Develop educational products (i.e., publications, short courses) on the circular economy and integrate into G3 Innovation Hub programming;
- Coordinate and collaborate with local, regional, and global partners on circular economy issues;
- Work with UOG SG leadership and provide guidance on the viability of aquaculture in Guam and how to integrate blue into green economy;
- Develop proposals for extramural funds to implement sustainable actions and circular economy activities;
- Coordinate conferences, events, and/or training relative to green growth, circular economy, and sustainability;
- Coordinate and facilitate meetings and workshops related to project tasks;
- Provide content for the TCTAC webpage and Community Knowledge Network;
- Identify pathways of outreach and communication among TCTAC service-providers and their communities;
- Coordinate with TCTAC hub partners to incorporate information compiled and developed into materials for distribution to communities through spoke partners;
- Provide support to spoke partners in adapting communications collateral to fit their communities' needs;

UOG Station, Mangilao, Guam 96923

Tel: (671) 735-0336/0249/50/51 Email: [rcuoghr@triton.uog.edu](mailto:rcuoghr@triton.uog.edu)

The Research Corporation of the University of Guam is an equal opportunity employer and provider.

- Coordinate with other organizations in Guam to assist with hosting targeted regional trainings and outreach events;
- Deliver presentations at conferences or exhibit work at appropriate events;
- Other duties as assigned;

**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 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).