Position Description
Marine Operations Coordinator

Who we are:

The Arizona State University Center for Global Discovery and Conservation Science (GDCS) is an enterprising organization that leads the multi-agency ʻĀkoʻakoʻa Ridge to Reef Restoration Program on Hawaiʻi Island, focused on improving coral reef outcomes and community participation along the 190 km stretch of coastline. The ʻĀkoʻakoʻa program requires an integrated combination of activities with diverse personnel, multiple marine and aviation assets, land-based facilities, and operations to achieve mission success. We seek top personnel to grow all programmatic elements and to shape scientific and culturally-based solutions for reef resilience on Hawaiʻi Island. Current personnel structures are fluid and require individuals to take on diverse roles that forge new ground for the program.

Who you are:

Our Center seeks an experienced, highly motivated and reliable individual to serve as Marine Operations Coordinator (MOC) with documented capabilities in planning and conducting marine operations, coordinating and leading preventative and responsive maintenance of marine and support assets, coordinating and improving vessel facilities, and providing field program support at all levels. The ideal candidate takes ownership of their work and is a creative problem-solver.

Your challenge:

You will be tasked with core responsibilities such as:
(1) Coordinate and maintain up to seven marine vessels at the highest level of material and operational readiness. Current and forthcoming inventory includes Armstrong Catamaran 45 (Kailua-Kona, HI), Willard Marine SeaForce RIB 27 (Miloliʻi, HI), SAFEBoat Defender 32 (Puakō, HI), RIBCraft Interceptor 24 (Miloliʻi, HI), and OceanCraft 9.5 tactical RIBs (multiple locations in West Hawaiʻi). Specific responsibilities include:
   (a) Vessel systems maintenance schedules, material supply, and contractor oversight
   (b) Vessel quality assurance and preventative maintenance
   (c) Vessel documentation and registration
(2) Lead Armstrong operations – periodic day and multi-day operations
   (a) Vessel provisioning and maritime logistical planning
   (b) Vessel captaining for special projects
(3) Coordinate smaller vessel operations
   (a) Logistical planning and assignment of boat captains and crews
   (b) Periodic vessel captaining
(4) Maintain and improve vessel facilities
   (a) Honokōhau
   (b) Miloliʻi
   (c) Puakō/Kawaihae
(5) Coordinate, maintain and improve vessel towing assets including trailers and trucks

Additional and/or Future Contributions
(1) Work closely with GDCS administration (i.e., financial, operations, HR)
(2) Support new initiatives, projects, and program elements with marine logistics
(3) Contribute to meetings and training activities to grow knowledge and capacity
(4) Contribute to community outreach events

Minimum Qualifications
Certified training in a field appropriate to the area of assignment AND four (4) years of related experience; OR, Any equivalent combination of experience and/or education from which comparable knowledge, skills and abilities have been achieved.

Desired Qualifications
(1) Certifications/working knowledge of inboard and outboard engines
(2) Military or commercial maritime experience
(3) Knowledge of Hawaiʻi Island geography and a diverse array of supporting businesses
(4) Knowledge and relationships with local communities in West Hawaiʻi
(5) Experience coordinating and supporting a diverse and geographically distributed team

Place of Work
Bases of operation include Kailua-Kona (primary), Miloliʻi (secondary), and Kawaihae (secondary).

**To apply for this position:** please send your cover letter, resume/CV, and contact information for three potential providers of recommendation letters to Andrea Scott, AndreaScott@asu.edu.

Please include the position name you are applying for in your email subject line.

Position will remain open until filled.