



## **Vacancy Announcement: New Position**

### **KNOWLEDGE MANAGER, MARINE PROTECTED AREAS MONITORING ENTERPRISE**

#### **Overview**

The Marine Protected Areas Monitoring Enterprise is seeking a Knowledge Manager to lead the design, development, and implementation of an online information management system including online products and tools that will serve diverse user needs and interests. The ideal candidate will combine a solid and broad understanding of information technologies with the capacities to think big, innovate, and work collaboratively. The Knowledge Manager will play a critical role in the MPA Monitoring Enterprise's work to develop innovative, effective, and sustainable approaches to monitoring and evaluating the statewide network of marine protected areas, currently being implemented under the Marine Life Protection Act. This unique position will be based in Oakland, California, in the offices of the California Ocean Science Trust. Starting date is as soon as possible, but will be negotiated with the selected candidate. Applications will be accepted until the position is filled. Salary will be commensurate with experience and is expected to be in the range of \$75,000 - \$95,000. Generous benefits (including medical, dental, vision, and retirement) are included in the full compensation package.

#### **Background**

The California Marine Life Protection Act (MLPA) requires the state to design and manage an improved network of marine protected areas (MPAs) to, among other goals, protect marine life and habitats, marine ecosystems, and marine natural heritage. The MLPA also requires monitoring of the statewide MPA network to ensure it meets MLPA goals and to facilitate adaptive MPA management. The MPA Monitoring Enterprise was created in 2007 under the auspices of the California Ocean Science Trust to help address this requirement.

The MPA Monitoring Enterprise collaborates with the state, researchers, stakeholders, and others to lead development of innovative approaches to MPA monitoring and evaluation that will meet MLPA requirements efficiently and cost-effectively. This requires answering fundamental questions such as what should be monitored, where, how, and how often. It also requires making available monitoring data, results, and findings in a form that will make them accessible and useful to decision-makers, public agencies, stakeholders, and other interested parties. The Monitoring Enterprise's primary functions include: (1) advancing MPA monitoring science to increase the usefulness of monitoring for management; (2) developing a web-based MPA monitoring information management system that manages monitoring data and meets the information needs of diverse users; and (3) translating monitoring results into effective communication products.

The Knowledge Manager will lead the design and development of the MPA monitoring information management system, working closely with our science team and communication experts, and collaborating with our many partners.

## **General Functions**

The Knowledge Manager will provide the vision for developing an innovative MPA monitoring information management system that will effectively service and inform policy-makers, resource managers, stakeholders, scientists, educators, and the broader public. This will require engaging with organizations and individuals of diverse perspectives, priorities, and backgrounds to understand their information needs and how best to meet those needs. The Knowledge Manager will work with external partners and contractors to lead the design, development, and implementation of the online information management system and will pilot, evaluate, and make operational a variety of online tools to serve user needs and interests. In keeping with emerging best practices in applied ecosystem management, this system will combine data management with an array of online tools, strategies, and communications functions that ensure monitoring data and findings and other relevant information are useful and broadly accessible to diverse technical and non-technical users.

This leadership position requires a deep commitment to a user-focused approach, and the ability to develop, test, and refine innovative and creative solutions. Also needed are a rich understanding of the capabilities of web-based technologies and the solutions they offer, as well as previous experience using these technologies in an applied ecosystem, environmental, or natural resource management context. The successful candidate for this position will have an ability to communicate effectively and work collaboratively with scientists, communicators, policy-makers, resource managers and stakeholders in envisioning the information management system's design and in considering how the system's technical capabilities might inform development of the MPA Monitoring Enterprise's monitoring and communication work programs.

## **Duties**

1. Oversee and provide intellectual leadership for an initial requirements assessment that will provide the overall "blueprint" for the MPA monitoring information management system. This analysis will build upon the results of a recently completed User Needs Assessment to clarify: data types and standards and other information content; links to other relevant coastal information systems; and desired outputs and analytical processes and structures required to deliver these outputs.
2. Develop a clear vision for an MPA monitoring information management system that will meet user needs. Oversee and provide intellectual leadership for the subsequent design/build phase for the information management system that will develop, evaluate, and make operational various system components identified in the requirements analysis that do not exist elsewhere.
3. Develop budgets, proposals, and functional and technical specifications to support the design, construction, and operations of the information management system.
4. Work collaboratively with partners to develop and refine the vision for the information management system. Where appropriate, seek advice from external experts on these matters.
5. Evaluate and refine as needed metadata and data standards and formats.
6. Negotiate and monitor institutional agreements and statements of work related to information management, including data ownership and use agreements.
7. Help ensure that appropriate data from monitoring-related work already underway as part of MLPA implementation and other relevant, high priority data sets can be easily integrated into the information management system as it comes on line.

8. As appropriate, hire and oversee the work of staff or contractors with expertise, for example, related to databases, web systems, systems administration, business process analysis, and innovative uses of web technologies in ecosystem management and communications.
9. Where appropriate, engage in partnerships and develop competitive Requests for Proposals and contracting to advance aspects of the Monitoring Enterprise's work related to information management.

## **Qualifications**

### Skills and Attributes

- Rich understanding of information management approaches and technologies and their applications to support business practices and processes.
- Excellent communication skills. Ability to develop a thorough understanding of the Monitoring Enterprise's goals and needed capabilities and to work with partners to translate these desired outcomes into systems architecture and technical specifications. Ability to understand and meet the communication needs of technical and non-technical audiences.
- Strong team skills. Ability to work in a dynamic environment as a member of a small, committed team, and commitment to achieving organizational goals.
- Strong user focus. Ability to work well with scientists and communication experts to clarify what functions the information system will need to perform and the kinds of data and information it will manage, and commitment to meeting user needs.
- Outcome-oriented with excellent project management skills. Demonstrated ability to orchestrate multiple components of a complex project and to keep staff and consultants productive and on task.
- Innovative and creative. Able to build on existing tools and methods to develop and evaluate new ideas and approaches as needed to attain objectives.
- Strong personal commitment to achieving the goals of the MLPA.
- Authorized to work in the U.S.

### Knowledge and Experience

- Bachelors degree in a relevant field of computer science with 5-7 years experience or Masters degree with 3-5 years experience developing or supervising the development of information management systems related to environmental management.
- Training or experience in relevant field of natural resource management or environmental education required. Direct experience with applied ecosystem management highly desired.
- Experience with systems analysis, design, and architecture; business process analysis; and requirements development.
- Solid understanding of online information systems and components, including databases, metadata standards, web system design, systems administration, security issues, online search/assembly and decision-support tools.
- Understanding of the needs and issues that arise in the long-term operations of online information management systems related, for example, to upgrading technologies, expanding decision support functions, and integration with other emerging ocean information systems.
- Experience and a high level of success managing contractors and consultants.

**Location**

The position will be based in the offices of the California Ocean Science Trust, in Oakland, California. Some travel within California and possibly elsewhere in the U.S. will be required.

**Start date**

The preferred start date is as soon as possible, but will be negotiated with the selected candidate.

**Compensation**

This is a full-time, exempt, and at-will position. Starting salary will be commensurate with the experience of the selected individual and is expected to be in the range of \$75,000 to \$95,000, exclusive of benefits. Benefits include medical, dental, and vision insurance, and a generous retirement plan.

**Application information**

Qualified applicants should apply via email to [mpamonitoring@calost.org](mailto:mpamonitoring@calost.org), using a subject line of Knowledge Manager. Please send a current curriculum vitae, and an application letter including: 1) an explanation of your interest in the position and how it fits with your long-term career goals; 2) a brief (1-2 page) statement of your qualifications and experience relative to the qualifications listed above, highlighting your most relevant skills and experience, and; 3) a brief (1 page, maximum) statement of what you believe will be the most challenging aspects of this position.

Applications will be accepted until the position is filled. Additional information on the MPA Monitoring Enterprise can be found at [http://www.calost.org/monitoring\\_ent.html](http://www.calost.org/monitoring_ent.html).