



Atlantic States Marine Fisheries Commission

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James J. Gilmore, Jr. (NY), Chair

Patrick C. Keliher, (ME), Vice-Chair

Robert E. Beal, Executive Director

Vision: Sustainably Managing Atlantic Coastal Fisheries

VACANCY ANNOUNCEMENT

NEW YORK ASSISTANT STATE COORDINATOR, ACCSP

VACANCY #: 0041

Location: East Setauket, NY

Salary: \$ 55,712 Annually with benefits

Closing Date: July 18, 2018

Duties: As **New York Assistant State Coordinator, Atlantic Coastal Cooperative Statistics Program (ACCSP)**, the incumbent will assist the State Coordinator with the management of the New York implementation of ACCSP programs and standards, including program planning, operations and compliance; marine fisheries data management and entry. The responsibilities of the incumbent will include, but not be limited to, the following:

- Work with state seafood dealers and harvesters, as well as state, federal, and ACCSP staff, to implement the ACCSP Standard Atlantic Information System (SAFIS) for on-line electronic Dealer Reporting and electronic Vessel Trip Reporting for commercial catch and effort data
- Help manage and implement NY's marine fisheries reporting compliance programs
- Perform QA/QC of submitted Vessel Trip Reports (VTRs) for completeness of marine fisheries data for use in stock assessments and effort analysis
- Contact permitted harvesters to obtain missing information
- Manage and update electronic database of commercial fisheries statistics involving state and federally permitted dealers and harvesters
- Improve uploading frequency of NY commercial fisheries data to the ACCSP data management system
- Promote online reporting to NY's commercial harvesters and dealers
- Provide training when necessary

Location and Supervision: The New York Assistant State Coordinator will be a Commission employee for administrative purposes, but will report to and be supervised by the New York State Coordinator.

Qualifications: Applicants must have a bachelor's degree or higher from an accredited college or university in a discipline appropriate to the position, which may include marine science, marine biology, fisheries science, or a related field. Preferred additional qualifications include: experience

The Atlantic States Marine Fisheries Commission (Commission) is comprised of the 15 Atlantic coast states under the terms of an interstate compact approved in 1942. The purpose of the Commission, as set forth by Article I of its Compact, is: To promote the better utilization of the fisheries, marine, shell and anadromous, of the Atlantic seaboard by the promotion and protection of such fisheries. As an instrumentality of the 15 Atlantic coastal states, the Commission is employed to coordinate conservation and management for nearshore migratory fishery resources.

AN EQUAL OPPORTUNITY EMPLOYER

and/or educational background in fisheries management; general knowledge of the NY commercial fishing industry; general knowledge of NY marine finfish and crustaceans. Experience with database management and strong working knowledge of Access and Excel, proven communication and interpersonal skills, experience with developing written reports, and an ability to work independently should all be demonstrated. Must be eligible to work in the United States.

Application Process: Please email a resume and cover letter referencing the vacancy number to Laura Leach, Director of Finance and Administration, Atlantic States Marine Fisheries Commission, 1050 N. Highland Street; Suite 200 A-N, Arlington, VA 22201 (asmfc-jobs@asmfc.org). The vacancy number must be identified in the subject line.