



EMPOWERING PEOPLE TO
SAVE OUR REEFS AND OCEANS

Southern California Volunteer Coordinator - Reef Check California Program

The Reef Check Foundation seeks a Volunteer Coordinator for Reef Check California's (RCCA) subtidal monitoring network in southern California. RCCA maintains a large network of monitoring sites in this region that is annually surveyed by citizen scientists. The program is directly involved in the state mandated monitoring of the new Marine Protected Areas that went into effect in Southern California in 2012. This is a half-time position (approximately 20 hours per week) and involves extensive field work and diving, most of which will be performed in Los Angeles and Orange Counties and occasionally in Santa Barbara County. The Volunteer Coordinator will work closely with the RCCA Southern California Regional Manager as well as the Program Director and other staff.

The primary responsibility of the Volunteer Coordinator will be to provide support to Reef Check trained divers to help them organize and conduct survey dives. The Coordinator will also facilitate data entry by survey teams, submit data to the Regional Manager and maintain the equipment (e.g., data sheets, survey gear) needed by teams to effectively conduct surveys. The Coordinator will assist with volunteer diver training classes. This position will require work on many weekends and occasional statewide travel. It will require the Coordinator to attend the majority of Reef Check surveys and training sessions in Los Angeles, Orange and Santa Barbara counties.

Specific duties:

- Organize and conduct field surveys (primarily May – November)
- Assist with RCCA training classes (classroom, pool and field sessions)
- Regular communication with volunteers through postings on the RCCA web forum, email and in person
- Data management, writing and editing educational materials and presentations
- Outreach activities (dive club presentations, tabling events, etc)

Qualifications:

The ideal candidate must have significant Southern California diving experience (minimum of 50 lifetime dives, with over 25 in CA); strong diving skills; and previous scientific diving experience or RCCA certification. In addition to those qualifications, preference is given to candidates that are professional dive leaders (Instructor or Divemaster) and/or possess a Scientific Diver certification (AAUS). Applicants must have their own dive gear (excluding tanks) in good working order.

Successful candidates must have a strong work ethic coupled with a high level of self-motivation and enthusiasm. We are looking for a team player and someone who is an outstanding leader and able to inspire volunteers. The candidate must be organized, capable of working independently and have excellent oral and written communication skills. Experience managing and leading volunteers is a plus and a background in marine biology is strongly preferred. This position is based out of your home office, preferably in either Los Angeles County or Orange County. Applicants will need to have their own computer with reliable internet access and dependable transportation.

This is a part-time position (20 hours per week average) but work hours are somewhat flexible depending on the tasks. It is compensated at \$20 per hour, includes workman's compensation insurance and involves extensive scientific diver training. We are looking for a candidate that can commit for at least a year, preferably longer, to this position.

Applicants should submit a CV and cover letter via email to colleen@reefcheck.org.

Review of applicants will commence on November 15, 2013. Start date is approximately February 1, 2014.