



Genwest Systems, Inc.  
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Genwest Systems, Inc. is an equal opportunity employer information management and consulting firm headquartered in Edmonds, Washington. Since its inception, Genwest has been a recognized leader in the design and implementation of information systems and solutions. We depend on a diverse team of talented staff to design, develop, and deploy information solutions for our clients.

Genwest is accepting applications for a **Marine Debris Response Coordinator**. This position will primarily support our clients at the National Oceanic & Atmospheric Administration (NOAA), Office of Response and Restoration (OR&R) Marine Debris Division (MDD). The position will be located in San Juan, Puerto Rico.

This is a full-time position and is expected to last for a term of approximately two years, with the potential to extend based on project needs and budget.

**Position Duties:**

The successful applicant will support OR&R MDP in coordinating long term response to marine debris generated by Hurricanes Harvey, Irma and Maria and support the Program's emergency response portfolio. This includes partner and stakeholder engagement, project management, field operations, progress tracking and reporting, and data collection and assessment. More detailed tasks are listed below.

**Key Tasks:**

- Oversee and/or provide support to marine debris-related projects, activities, and actions in response to the marine debris generated by the 2017 Hurricanes Harvey, Irma and Maria.
- Participate in intergovernmental and stakeholder meetings related to hurricane-generated marine debris efforts.
- Work closely with MDD Regional Coordinators to collect debris assessment data, assist regional partners to develop projects to assess and prioritize objects for removal, complete environmental compliance procedures, document best practices, and ensure appropriate removal and disposal of marine debris in Puerto Rico and the US Virgin Islands.
- Assist in response planning, execution, and coordination with other MDD regions as needed.
- Oversee field operations in the Caribbean.
- Support activities of the MDD's emergency response goal team.
- Provide content for internal NOAA activity reports, budget requests, Congressional briefings .
- Provide content and writing for public-facing communication including fact sheets, web stories and outreach opportunities related to hurricane-generated marine debris.

**Qualifications:**

The successful candidate will be expected to demonstrate the listed qualifications in his/her resume and interview:

**Required Qualifications:**

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- Master's degree in environmental science, environmental engineering or related field. If the candidate does not possess a Master's then an undergraduate degree with significant work experience and understanding of marine debris issues will be considered.
  - Experience working on environmentally focused projects in Caribbean region (or the Gulf of Mexico, or US Southeast).
  - Strong verbal, writing, and organizational skills.
  - Self-motivated, energetic, strategic thinker.
  - Ability to work and travel independently.
  - History of success in team-based project execution, working as both lead and contributor on diverse multi-disciplinary teams.
  - Demonstrated flexible and proactive approach to problem solving.
  - Demonstrated ability to plan and execute long term projects, including setting timelines and milestones and balancing priorities.
  - **Spanish language proficiency required.**

Preferred Qualifications:

- Working knowledge of geographic information systems (GIS) and other mapping programs preferred.
- Project Management Professional (PMP) certification or other formal project management training and experience.
- Familiarity with Incident Command System or willing to take training.
- Knowledge and experience working within environmental response structures/frameworks.
- Ability to prepare and give presentations and lead training sessions, where needed.
- Experience and/or knowledge of marine debris - presence, impacts, and solutions.
- Experience in managing complex projects, including building consensus around goals and objectives, and tracking and reporting on accomplishments.

Compensation:

Compensation will be determined based on the experience and qualifications of the successful applicant in combination with contract budget. The position is eligible for full-time benefit package that includes health insurance, paid personal and holiday leave, 401(k) program eligibility, and employee disability and life insurance.

Location:

This position will be located in San Juan, Puerto Rico, with specific office location to be determined.

To Apply:

Please email a cover letter (optional), resume (less than 4 pages), and 3 references to [hr@genwest.com](mailto:hr@genwest.com). Please include these materials in a single .pdf (Adobe Acrobat) attachment with your name included in the .pdf file name. Also, please include the words, "**Marine Debris Response Coordinator**" in the subject line of your email.

Applicants selected for interviews will be contacted via email. **The position will remain open until filled, with priority given to applications received before March 15, 2019.**