



Position: Academic Specialist

Location: Quantitative Fisheries Center, Department of Fisheries and Wildlife, Michigan State University, East Lansing, Michigan

Description:

The Quantitative Fisheries Center (QFC) within the Department of Fisheries and Wildlife at Michigan State University seeks an outstanding candidate for an Academic Specialist position. The selected candidate will assist QFC Co-Directors and Associate Director in the development and administration of a distance-based Certification and Professional Masters program in quantitative fisheries. Incumbent will be responsible for day-to-day management of the program and will assist with curriculum development. Duties will include recruiting and advising students, providing outreach to partner agencies, advertising and marketing of the courses and program, and resource generation. Incumbent will also assist the QFC Associate Director with other administrative tasks.

Qualifications:

MS in fishery science or a related field, or a BS plus equivalent background to MS through work experience and continuing education. Strong interest in quantitative fisheries or natural resources applications and prior work experience in fishery science, natural resource management, or natural resource instruction are also required. Candidates must be organized, proficient with word processing and spreadsheets, and have excellent communication (both oral and written) skills.

Salary:

\$40,000 per year plus benefits

To Apply:

Applications will be received until November 1, 2009 or until a suitable candidate is identified. Please submit cover letter summarizing qualifications and interest, curriculum vitae, and names and contact information for three references by e-mail attachment to Jim Bence, Search Committee Chair at bence@msu.edu. Please include in the subject line of your email "QFC Specialist Position".

MSU is committed to achieving excellence through cultural diversity, and we encourage applications from women, persons of color, veterans, and persons with disabilities. MSU is an affirmative action, equal opportunity employer.