Scope
The Fisheries Sampling Branch (otherwise known as the Northeast Fisheries Observer Program or NEFOP) provides observer coverage of several Northeast and Mid-Atlantic federal and state fisheries. The NEFOP trains and monitors the performance of fisheries observers while sampling onboard commercial fishing vessels from Maine to North Carolina, USA. Deployment of observers is conducted by an observer service provider. The data that is collected by observers is tracked, edited, audited and uploaded to a master database by NEFOP staff. Data are provided to a variety of end-users and stakeholders for use in fisheries management decision making. The fisheries coverage is split between the Northeast and Mid-Atlantic areas.

In order to provide adequate observer coverage as required, it is necessary to conduct observer training sessions on a semi-regular basis (in-house and road show sessions) to maintain an active observer workforce. Training sessions are required to teach specific NEFOP Observer Program, At-Sea Monitor, and Dockside Monitor data collection protocols and to certify observers/monitors for deployment. Training sessions remain an essential component of the overall Observer and Monitor Program. The NEFOP currently has an opening for an Observer Trainer.

Requirements
The contractor shall perform duties on-site at the Observer Training Center in Falmouth, Massachusetts (Falmouth Technology Park). This site is a satellite office of the Northeast Fisheries Science Center (NEFSC) in Woods Hole, MA. The contractor shall have use of government computer equipment, field equipment and vehicles associated with the NEFOP in order to perform their duties. The contractor shall have a cubicle at the training center. The position responsibilities are as follows:

Specific Tasks
3.3.1.   Contractor shall be responsible as the Lead Instructor for NEFOP fishery specific protocol instructions and as secondary instructor for other fishery protocols as needed.
3.3.2.   Contractor shall train observers on a number of program protocols, i.e. will be required to prepare presentations and observer materials to effectively teach observer program logs and protocols. Contractor must have strong math skills to assist with subsample protocol training.
3.3.3.   Contractor shall assist in electronic data collection protocols, training and instruct observers in the use of iPAQs or other data collection hardware.
3.3.4.   Contractor shall perform training trips as lead instructor during trainings.
3.3.5.   Contractor shall assist with development and updating of training curriculum.
3.3.6.   Contractor shall assist with the organization and coordination of training materials, grades, agendas, schedules, logistics, travel, training workshops (local and exportable), and invited participants.
3.3.7.   Contractor shall edit data and to become familiar with protocols for all observed fisheries.
3.3.8.   Contractor shall develop methods to improve training, i.e. develop new training aids, analyze observer performance and develop training methods including assisting in development of an e-learning program.
3.3.9.   Contractor shall assist with monitoring observer performance once new trained observers begin training trips, working with NEFOP editors to track performance.
3.3.10. Contractor shall provide student evaluations to the Training Lead on each training session.

3.3.11. Contractor shall work with NEFOP staff in the development of new protocols.
3.3.12. Contractor shall communicate with newly trained observers to obtain feedback to be used to improve future training sessions.
3.3.13. Contractor shall perform observer duties at sea (up to 5 trips per year) in order to become familiar with protocols, data collection, observer responsibilities and issues observers encounter while working as a government representative in a field setting.
3.3.14. Contractor shall assist other instructors with fish collection, fish identification lab sessions during observer trainings and with the Species Verification Program (SVP) as a fish identification specialist including the tracking and entering of data related to the SVP.
3.3.15. Contractor shall assist in the organization of marine mammal necropsy labs and sea bird and turtle identification lab sessions during observer trainings.
3.3.16. Contractor shall work with other NEFOP staff and outside experts to develop new training tools and lesson plans.
3.3.17. Contractor shall review/edit raw data logs for completeness and accuracy; contact observers to verify inconsistencies and solve data recording problems as needed.
3.3.18. Contractor must be available for periodic overtime and weekend assignments.

Qualifications
Offerors with a B.S. degree in Marine Biology, Fisheries, or a related field, will be considered Biologist I. Previous or current NEFOP observer experience is highly desired. Experience in Northeast fisheries (trawl/gillnet/scallop) and familiarity with the Northeast Observer Program, familiarity with northeast fish and marine mammal species and strong fish identification skills and experience is preferred. Higher educational degrees and those applicants with adult teaching experience or exposure to active training techniques is desirable. Experience in curriculum development is preferred. All applicants should have some experience as instructors, trainers, or curriculum designers. Must be motivated, self sufficient, independent, as well as, a strong team player. Must have the ability to perform at-sea observer-related duties. Must attend and pass the first available observer training session to become a NMFS certified observer (if not currently certified). Must be proficient in Microsoft Office suite (PowerPoint, Excel, Word). Additional preferred skills include: web development, e-learning experience, ORACLE database knowledge, various electronic data collection system familiarity, First-Aid/CPR certified, at-sea safety training/familiarity.   Travel is required. Must possess a valid driver's license.

Application
Please provide electronic submissions of a cover letter detailing your experience and interest in the position, your resume and references to Laura Shulman at lshulman@integratedstatistics.com.   Describe your observer experience and how it would qualify you for this position, or if you do not have observer experience please describe other unique characteristics that you may have that do make you a qualified individual. Describe research experience and interest in fisheries science and management. Describe your computer and office experience. A brief (5 minute) presentation to the interview panel may be requested with notice provided at the time of the scheduling of the interview.