



Integrated Ocean Observing System (IOOS) Association

Executive Director Job Description

Background:

The Integrated Ocean Observing System (IOOS) Association is seeking a creative and dynamic Executive Director to lead the organization. The IOOS Association is a nation-wide non-profit that champions the implementation of US IOOS and its network of eleven regional coastal observing systems and 17 Federal agencies. The Association works with the national network and partners to highlight the value and importance of reliable, quality information for ocean and coastal users. We foster collaboration with these partnerships to address current and emerging needs. More information is available in the IOOS Association [Five Year Strategic Plan](#).

The mission of IOOS Association is to promote ocean and coastal observing to ensure stakeholders and users around the nation have access to accurate and reliable data, tools, and services decision making and to serve societal needs, to:

- Improve the safety and efficiency of maritime commerce and operations, including the development of offshore wind energy,
- Detect and predict ecological and environmental changes such as harmful algal blooms, ocean acidification, hypoxia, marine heatwaves, impacts on marine life, and
- Mitigate effects of natural hazards.

Position Overview:

The Executive Director is responsible for fulfilling the mission and goals of the organization by providing the leadership and management of the organization according to the strategic direction set by the Board of Directors and its Five Year Strategic Plan. The Executive Director reports to the IOOS Association's Board of Directors and its Executive Committee.

The Executive Director will champion the growth of IOOS by advocating for resources to sustain and grow the system to meet societal needs. This includes communicating the importance of observations for coastal ecosystems and economies.



Duties include:

- Implement the IOOS Association Strategic Plan
- Ensure smooth operation of all aspects of the organization, including financial and project management
- Collaborate with the Board of Directors on strategic goals and priorities
- Facilitate coordination with the IOOS Program Office headquartered in NOAA and the associated IOOS Federal agencies
- Increase revenue for the IOOS network
- Advocate on behalf of the IOOS regional associations with national organizations with ocean observing interests and with Congress
- Foster public and private partnerships at the national level to further the goals of the Association
- Manage staff and contractor relationships
- Develop and implement an effective communications strategy to increase awareness of the value and importance of coastal observations to society
- Encourage collaboration and coordination within the national network to share lessons learned, identify emerging issues and to develop common products
- Grow membership in the IOOS network

Qualifications:

The successful candidate will have proven leadership, management, and ocean science and policy networking experience including the following education, skills, and work experience:

- A degree in ocean, coastal science, policy, or resources management
- Demonstrated experience in program management, leadership and organization management
- Excellent written and verbal communication skills, ability to communicate well and explain using language targeted to the audience or group
- A passion for applying observations to address societal information needs



- A collaborative nature and an ease of working with groups
- Knowledge, experience, and established network with the oceans, coasts and Great Lakes observing community
- Willingness and capability to travel and represent the Association at state, regional, and national meetings
- Creative thinking and ability to form solutions to complex problems
- An ability to interpret and communicate complex policy and science issues simply and accurately
- Effective time management skills, including prioritizing effort among initiatives
- Experience convening and facilitating meetings with diverse groups

Salary and Benefits: Salary commensurate with qualifications; benefits market-competitive for the Washington D.C. area

Location: Washington, D.C. area

Application Instructions: Please submit a cover letter and résumé electronically to search@ioosassociation.org. Position open until filled.

IOOS Association is an equal opportunity and affirmative action employer. The IOOS Association considers all applicants for employment without regard to race, color, religion, ancestry, national origin, gender, sexual orientation, marital status, religion, age, disability, gender identity, results of genetic testing, service in the military, or any other group protected by federal, state, or local law.

IOOS Association

<http://www.ioosassociation.org/>