

Position Title: Facilities Assistant/ Community Science Lead



Reports to: Associate Director of Operations

Term: Part-time – Saturday shifts required

Hours/Compensation: 32 hours/week at \$17.13/hr.

Benefits: Monthly healthy living stipend or health insurance coverage. Paid sick time. Cell phone stipend.

Description: Feiro Marine Life Center is a non-profit organization focused on highlighting marine animals (invertebrates and fish) from the local region of the Strait of Juan de Fuca. The Facilities Assistant provides support for operational duties and takes a lead role in the community science programs. This position is responsible for animal care, facilities upkeep, customer service, and community science assistance. Current Community Science programs include Marine Mammal Stranding Network, Sound Toxins, European Green Crab Molt Surveys, and Pacific Northwest Crab Research Group Light Trap Study.

Primary Duties (80%):

- Support Community Science programs
 - Collect and manage data
 - Data Entry and Analysis
 - Maintain equipment (e.g. plankton tow net, light trap, microscopes, etc.)
- Communicate with, work alongside, and support Volunteers and Facilities Staff
- Exhibit Cleanings and light plumbing maintenance
- Engage in educational conversations about animals, exhibits and local marine life
- Remain polite, courteous and helpful at all times with guests and fellow staff and volunteers

Other Duties (20%):

- Assist with operations: exhibits ready to receive guests, greet visitors and provide orientations, operate cash register (Square) according to financial procedures, and food preparations & feedings.
- Other duties as assigned (may include social events, and animal collecting)

Physical Demands:

- Standing on (potentially wet) concrete for long durations
- Working in close proximity to cold temperature sea water and their inhabitants (such as shellfish)
- Lifting and carrying up to 30 lbs. of display signage or exhibit elements
- Bending, kneeling and/or stretching for cleaning, exhibit or animal care
- Working in close proximity to Marine Mammals, including some deceased carcasses
- Entering data on laptop, ipad, and/or cell phone
- Accurately receiving and counting cash

Requirements:

- Minimum age of 18 years.
- Driver's license and consistent access to an insured vehicle that will facilitate travel from Sequim to Neah Bay
- Mobile phone for business use
- Spend periods of time outdoors in various weather conditions, and possibly uneven terrain
- Operating Scientific Equipment – compound light microscope, refractometer, calipers etc.
- Animal handling experience (preferred)
- Previous experience cash handling or operating Square brand register (preferred)
- Ability to work independently and with limited supervision

Completed Employment Application Due by end of day Friday, April 10th
Drop off at Feiro Marine Life Center or email to Tamara@feiomarinelifecenter.org