

PACIFIC STATES MARINE FISHERIES COMMISSION



Request for Proposals

Director,
Collaborative Fisheries Research Organization

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Schedule

February 4, 2010 Request for Proposal (RFP) issued and distributed

March 8, 2010 Deadline for Submission of Application Materials

Mail application materials :

Pacific States Marine Fisheries Commission
Attention: Dave Colpo
205 SE Spokane Street, Suite 100
Portland, Oregon 97202
Telephone: 503-595-3100

Or e-mail to :

Dave_Colpo@psmfc.org

E-mail subject should read: "CFR Application Materials"

Mailed material must be received at Pacific States Marine Fisheries Commission (PSMFC) by March 8, 2010.

March 22, 2010 Finalist Selected

Position Description

The Pacific States Marine Fisheries Commission (PSMFC) seeks a skilled, creative, and ambitious contractor to serve as the Director of a newly created Collaborative Fisheries Research (CFR) organization. The CFR organization is a partnership between PSMFC, California Department of Fish and Game (CDFG) and the California Ocean Protection Council (OPC).

The CFR organization will be a venue for commercial and recreational fishermen, academic scientists, coastal managers, tribes, non-governmental organizations, and funders to come together to prioritize and provide grant funding to support existing and emerging fisheries management and ecosystem evaluation data needs. The intent of the collaborative projects is to form fishermen/scientific/management partnerships that will collect data necessary to the Department of Fish and Game (DFG), the Fish and Game Commission (Commission), the Pacific Fishery Management Council (PFMC), National Oceanic and Atmospheric Administration (NOAA), and the OPC.

The Director will work to establish the CFR organization that will support and coordinate collaborative research projects and programs throughout California, with the possibility of expanding throughout the West Coast in the future. The Director will undertake extensive outreach to develop and foster new partnerships, identify program priorities and seek new funding sources. The position provides a unique opportunity to play a leadership role and pioneer innovative approaches in fisheries research and local and regional management.

Background

There is growing interest in and need for collaborative approaches to fishery research in California and nationally. CFR offers far-reaching and effective means to satisfy data needs while simultaneously improving coordination through the active involvement of stakeholders.

CFR projects can offer many benefits to the fishing industry, individual fishermen, fisheries scientists, and managers, including:

- Increasing timeliness and affordability of data collection, reporting and analysis
- Providing supplemental information to fisheries dependent data
- Improving access to vessels and other research platforms, as well as analytical capacity
- Filling critical data gaps left by current monitoring programs
- Monitoring stock or ecosystem response to management changes
- Using the knowledge gained from fishermen to help design and implement research and inform management
- Building mutual understanding and respect among participants
- Providing fisherman additional economic opportunities to supplement fishing income

Collaborative research funded through the CFR organization will address a broad range of topics including:

- Less-impactful gear development and testing
- Stock assessments and ecosystem monitoring

- Fish biology and ecology research
- Socioeconomic impacts of fisheries ecosystem or management changes
- Stock and ecosystem changes due to MPAs, climate change, climate variability (i.e., El Niño), and other factors such as pollution

Essential Functions

The Director will be tasked with:

- Determining general operating principles and scope of mission for the CFR organization.
- Assembling the Executive Board and Advisory Committee in consultation with stakeholders. Both should be composed of members of the commercial and recreational fishing community, representatives of NOAA, PFMC, CDFG, OPC staff and the OPC Science Advisor (or designee), PSMFC, scientists (Representing University of California, Cal State, and private organizations), and members of the NGO community.
- Overseeing the work of the Executive Board and the Advisory Committee: scheduling meetings, setting agendas, and providing background materials for discussions.
- Designing a project selection process that balances top-down approaches to CFR (driven by management needs, funding requirements, research requirements) and bottom-up approaches (where the project has support and interest from local fishing communities and researchers).
- Creating, overseeing, and monitoring short- and long-term contracts and grants.
- Monitoring achievement of contract deliverables, complying with fiscal and reporting guidelines. Writing, editing, and assembling progress and final reports for projects and programs.
- Identifying key ports and cities to initiate coastwide community outreach and making contact with key individual within these ports. Fostering consensus and gaining the cooperation needed to implement the program or projects.
- Seeking long-term funding sources, including private funders, with the eventual objective of building an endowment. Seeking and leveraging federal funding opportunities, potentially in coordination with Oregon and Washington.
- Exploring opportunities for collaboration with entities such as the MPA Monitoring Enterprise to identify needs that could be satisfied by the CFR organization.
- Hiring a contractor to create a website through which others can learn about the organization, share information and survey protocols.
- Verifying on an ongoing basis that data collected is being used to directly inform management.
- Resolving insurance and liability issues for research projects, both broadly and on a project specific basis.
- Written Strategy – Once hired, the Director will develop and submit a two-year strategy for the CFR organization to the OPC and PSMFC. The strategy will include an approach to seek and secure funding, develop CFR priorities and identify projects, and define outreach strategies.

- Significant milestones will be established by PSMFC, CDFG and OPC staff to assess progress and efficacy of the Director.

Qualifications

The success of the CFR organization will depend heavily on hiring the right person for the Director position; someone who can bridge the cultural differences found in the management, scientific, and fishing communities.

Skills and Attributes

- A high degree of personal initiative, good organizational skills, and the ability to work on multiple projects simultaneously. (It is currently envisioned that the CFR organization will be primarily virtual with staff and liaisons located in different locations or ports.)
- Ability to communicate effectively, in both written and oral form, with individuals and groups having diverse backgrounds and technical expertise.
- Ability to apply sound, independent judgment to address organizational and operational problems in a timely, economical fashion.
- Outcome-oriented with project and budget management skills.
- Demonstrated ability to orchestrate components of a complex program or project and to keep oneself and consultants productive, on task, and on budget.
- Ability to establish program objectives and performance goals and assess progress toward their achievement.
- Innovative and creative.
- Able to build on existing relationships and methods to develop and implement new ideas.
- Strong personal commitment to achieving the goals of the CFR organization.

Desired Knowledge and Experience

- Experience creating or developing a new organization and acting as a coalition leader.
- Knowledge of principles, methods, techniques, and systems of program management. This includes the ability to provide leadership in the areas of: fiscal management, budgeting, contracting and grants administration, and risk (liability) management for programs or projects.
- Masters or PhD degree in a relevant field of fisheries science, ocean policy, or related field with five years experience developing or supervising the development of fisheries-related projects.
- Proven experience identifying and securing long-term funding sources from a variety of sources.
- Experience advocating in Washington, D.C. and working with Federal budgets.
- Ability to evaluate projects that are most relevant to management needs, and a demonstrated understanding of the application of scientific findings to policy and resource management.
- Demonstrated ability to create long-lasting partnerships and bring together different communities, particularly the fishing community.
- Proven ability to translate scientific findings to a lay audience.
- Proven ability to develop and complete collaborative fisheries research projects.

Responsibilities

The Director will build and administer the CFR organization by:

- Developing operating procedures and organizational mission statement.
- Developing funding guidelines (for both generating and expending funds).
- Coordinating with OPC, CDFG and PSMFC to establish the Advisory Committee and Executive Board (the “governing bodies”).
- Conducting outreach to the fishing, management and scientific communities
- Developing long-term funding sources.
- Under the guidance of the Advisory Committee, identify focus areas for CFR Organization and priority projects.
- At the end of the initial two years, create five-year strategic plan for CFR organization.

Additional Tasks may include:

- Creating a website to promote collaboration between managers, scientists and fishermen.
- Identifying and overseeing Port Liaisons.
- Developing peer reviewed survey protocols in coordination with the Advisory Committee.
- If funding becomes available, solicit, review, recommend awards, and administer CFR projects.

Deliverables:

- Establish Executive Board (by month 3)
- Establish Advisory Committee (by month 4)
- Mission Statement and operating procedures (by month 4)
- Long and short term funding strategy (by month 5)
- Semi-annual progress reports from Director
- CFR five-year strategic plan
- Survey Protocols, approved by Advisory Committee (by month 18, if appropriate)
- Semi-annual performance reports of Director

Project completion timeframe is dependent on the timing and outcomes of the Director hiring process.

Supervisory Controls:

The Director establishes long-term objectives and plans, interprets policies, and carries out the work to be done in light of program and project goals and objectives. The Director proceeds independently, but under the direction of the Executive Board and with advice from the Advisory Committee. Ongoing consultation with OPC staff and the PSMFC is required.

Personal Contacts:

Contacts include consultants, contractors, and management and staff of state, federal and tribal organizations. Contacts are relatively unstructured, and the employee must learn the role and authority of each party during the course of interaction. Contacts frequently require a great deal

of diplomacy and the ability to negotiate with individuals and agencies in order to arrive at mutually acceptable solutions.

Position Application Information

Location

The position preferably will be based in the San Francisco Bay Area, with some flexibility. This location may change during or following the initial two-year grant funding period depending on the needs of the CFR organization. Some travel within California and possibly elsewhere in the U.S. will be required.

Start date

The preferred start date is on or before April 12, 2010.

Compensation

The position is a two-year, fixed-term appointment with a good possibility of extension. Starting compensation will be commensurate with experience and is expected to be in the range of \$70,000 to \$90,000 per year. Benefits package will be negotiated as a percentage of the annual compensation.

To Apply

Interested applicants should submit a current resume or curriculum vitae and application letter explaining your interest in the position and describing your skills and experience relative to the position qualifications. Applicant should also submit a non-technical writing sample which may serve to highlight your relevant qualifications and experience.

Please send all materials to: dave_colpo@psmf.org. Deadline for submission of applications is March 8, 2010, but the position will remain open until a suitable applicant is found.