

Position Title: Data Manager (Full-time)

Location: Miami, FL, Beaufort, NC, or Pascagoula, MS (On-site)

About the Company

We are a growing environmental sciences consulting firm headquartered in Columbia, South Carolina, with approximately 50–100 nationally distributed employees and a strong portfolio of clients, contracts, and projects. Our multidisciplinary team provides environmental, scientific, technical, geospatial, and program management consulting services to public and private sector clients nationally and internationally, particularly addressing coastal and marine resource topics.

Position Summary

Research Planning, Inc. (RPI) is seeking a Data Manager for a potential position providing data management, data collection, and survey coordination support to the National Oceanic and Atmospheric Association (NOAA) for marine mammal and sea turtle science and conservation projects. The candidate will conduct, support, and/or oversee all aspects of field research activities conducted by NOAA and partners from project design to data collection, management, internal coordination, and dissemination of scientific information in coordination and communication with stakeholders.

Responsibilities

- Develop and update standard research protocols and comply with scientific research permit requirements, including compliance with the Marine Mammal Protection Act, Endangered Species Act, and the Animal Welfare Act and NMFS Animal Care and Use Policy.
- Manage and curate data for accuracy and quality, ensuring metadata is provided and data is properly stored, archived, and accessible in established repositories in the Cloud and per NOAA's Data Governance Strategy and other established NOAA data policies.
- Use the latest techniques and software for managing large and complex datasets (acoustics, photo-ID, omics, survey data)
- Work within a team to formulate analytical solutions to questions relative to marine mammal management that integrate existing data streams within NOAA.
- Run editing and validation procedures to ensure high-quality data is being maintained and provided for advanced analysis or varied data users.
- Serve as the primary point of contact for Chief Scientist(s) to provide project planning, budget, and logistical support for ship and/or field surveys.

- Assist Project Investigators, agency, and Center Director in preparing ship time requests, justifications for requests, and evaluating potential funding and time allocation scenarios to achieve science and mission objectives.
- Oversee field survey equipment inventory, repair, maintenance, and storage, including working, as needed, operating the forklift and crane to prepare and load/unload equipment.
- Oversee and prepare survey equipment for loans nationally and internationally.
- Maintain and update our website, including posting newsworthy stories and field survey blogs, and sharing briefings and reports internally and externally.
- Develop written technical reports and peer-reviewed publications documenting the findings of projects and disseminate scientific results via presentations to diverse groups of stakeholders.

Qualifications

- Master's degree in marine ecology, environmental science, oceanography, or related field, or an undergraduate degree with one (1) year of relevant research experience.
- Working knowledge of marine mammal or marine species data collection and processing.
- Experience in managing complex data sets collected from varied surveys and observation platforms.
- Ability to work with other data managers to coordinate data processing efforts
- Proficient technical writing skills to maintain adequate documentation of data processing protocols
- Experience writing and editing technical reports describing data summaries and trends in miscellaneous scientific publications.

Equal Opportunity Employment

Research Planning, Inc. is an Equal Opportunity Employer. We do not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, disability, protected veteran status, age, genetic information, or pregnancy, or any other characteristic protected by law. Our policy of equal employment opportunity applies to all aspects of employment, including recruitment, hiring, promotions, transfers, discipline, terminations, wage and salary administration, benefits, and training. We are committed to fostering a fair and merit-based workplace where every employee feels valued and respected.

To Apply

Please submit your resume and a brief cover letter outlining your qualifications and experience to careers@researchplanning.com, indicating "Environmental Scientist" and your name in the subject line. Leading applicants may be contacted for a phone, online, and/or in-person interview; professional references; degree transcripts/certifications; and writing or other work samples.

Do not phone, contact staff members, or appear in person to apply or seek information on this position. Please understand that due to the potential volume of interest, we may not be able to respond to all applicants.