



## **EcoAdapt, Bainbridge Island, WA**

**Position Title:** Associate Scientist, Climate Adaptation Knowledge Exchange Program (Full-Time, Non-Exempt)

### **Organization Overview:**

EcoAdapt, a non-profit organization headquartered on Bainbridge Island, Washington founded by a team of some of the earliest climate change adaptation thinkers and practitioners in the field, has one goal - creating a robust future in the face of climate change. We bring together diverse players to reshape planning and management in response to rapid climate change. Our team is distributed throughout the United States and provides support, training, and assistance to help all aspects of society (government agencies, organizations, and individuals) determine how to do what they do effectively even with the challenges of climate change. Please explore what we do at [EcoAdapt.org](http://EcoAdapt.org).

### **Position Overview:**

EcoAdapt seeks an Associate Scientist for a full-time, non-exempt position in the Los Angeles, California or Seattle, Washington metro areas. This specific position will support the growing Climate Adaptation Knowledge Exchange (CAKE) program and its cutting-edge web-based information system (CAKEx.org) which supports managers, planners, and practitioners as they work to prepare for and respond to climate change.

The Associate Scientist will join the vibrant and versatile EcoAdapt team to support all aspects of CAKE program activities including: creating, curating and managing adaptation database content; evolving the web-based information system; interacting with users, collaborators and partners; and promoting CAKE resources at meetings, conferences and in social media to continually improve and broaden the impact of one of the preeminent climate change adaptation resources on the internet. Applicants should be comfortable working in a fast-paced, independent work environment, demonstrate flexibility, and have a commitment to supporting EcoAdapt's non-profit mission.

### **Location:**

Los Angeles, California metro area or Seattle, Washington metro area

### **Qualifications:**

EcoAdapt's success depends on its versatile team members. The right person in this position brings a unique combination of skills including:

- Excellent adaptive self-management
- Independent and creative problem solving
- Extreme attention to detail
- Interest in climate change science and information management
- Website and database content management experience
- Excellent writing and communication skills
- Comfortable with online meeting, webinar and teleconference interactions
- Proficient computer skills and prior experience or aptitude with internet applications such as email newsletter management systems and social media platforms (e.g., Facebook, Twitter)
- Knowledge of/experience with Drupal, preferred
- Be able to laugh when the pressure is on and shout with joy when success is achieved

### **Successful candidates should meet the following criteria:**

- Bachelor's degree in related field (Environmental or Biological Science, Urban Planning, Resource Management, Information Science, or other related field)
- Experience that confirms strong interpersonal skills resulting in exceptional rapport with teammates and partners, and the ability to deal courteously, professionally and tactfully with the general public in a variety of circumstances
- Demonstrated ability to work independently from home (e.g., high speed internet access, phone)
- Experience that demonstrates well-developed skills in prioritization, organization and time management

- Ability to accommodate occasional travel
- English fluency

**Compensation:**

Hourly compensation is competitive and commensurate with education and experience. Generous benefits packet that includes: health, dental, vision, life insurance, short and long term disability insurance, 401(k) retirement plan, paid time off and sick leave.

**To Apply:**

Interested candidates should send a complete application assembled in one email to [careers@ecoadapt.org](mailto:careers@ecoadapt.org). Please indicate **“Associate Scientist- EcoAdapt”** in the subject line of all email correspondence. A complete application includes: cover letter, curriculum vitae/resume, [voluntary EEO self-identification form](#), and [employment application form](#) (save forms to your desktop, open with Adobe Acrobat Reader, fill out form and save changes before attaching to your email). Completed applications are **due by the end of the day, 26 May 2017. No phone calls or faxes please.**

Your cover letter should include the following:

- 1) Highlights of your qualifications that meet the position’s specific needs;
- 2) Aside from the list of required skills, briefly share a reason you are qualified that has nothing to do with our list of required skills; and
- 3) Your salary requirement and justification

*EcoAdapt is committed to creating a dynamic, multi-cultural, diverse working environment and does not discriminate on the basis of race, color, gender, national origin, ancestry, religion, physical or mental disability, age, veteran status, sexual orientation, gender identity or expression, marital status, pregnancy, citizenship or any other factor protected by anti-discrimination laws. EcoAdapt is an equal opportunity employer.*