

Employment Opportunity: Chapman Conference Research Assistant

The Water Mission Area of the U.S. Geological Survey (USGS) (<https://www.usgs.gov/mission-areas/water-resources>) is looking for a research assistant to support conference development and preparation.

Four USGS scientists are working with a diverse group of scientists from around the world to organize a highly interdisciplinary American Geophysical Union (AGU) Chapman Conference focused on water availability. (For more about this AGU program, see <https://www.agu.org/Plan-for-a-Meeting/AGUMeetings/Chapman-Conferences>). The conference premise is that addressing the challenge of water availability requires understanding the issues holistically, bringing together the pieces of the puzzle held by many different disciplinary perspectives. The conference seeks to uncover and make explicit divergent views, assumptions, data types, and research methods that make integration difficult. This dialogue will provide insight and guidance for measuring water availability that can be used by multiple US government agencies and contribute to the global community of practice to facilitate integrated assessments of water availability and move the science forward.

The research assistant will provide research and logistical support to the conference conveners, serving as an important member of the team helping to design, plan, and implement this interdisciplinary, international niche scientific conference. Key tasks include: assisting the conveners and Program Committee to identify and correspond with invited speakers, including researching experts in particular topical areas related to water availability, writing professional emails, tracking confirmed speakers, and helping field questions related to the scientific content of the conference. Additional duties may include contributing to convening team and Program Committee discussions about the design of the conference, attending the conference and assisting as needed (e.g. facilitating a WorldCafe table, taking notes in sessions), and assisting the conveners and Program Committee with preparation of one or more conference products.

The research assistant must have:

- Currently enrolled in a master's or PhD program in a field related to the conference. (Many fields of study are possibly related, given the interdisciplinary nature of the project, including Hydrology, Sustainability Science, social sciences focusing on water, and computer science focusing on integrative modelling. Candidates with a background in Communications with a strong understanding in any of the above scientific disciplines may also be considered)
- Demonstrated ability to serve as part of a scientific team.
- Excellent writing ability and instincts for professional communication.
- Highly organized and detail oriented.

Our preferred candidate will have:

- Experience with water availability, water modelling, and/or integrated assessment.
- Experience with conference or workshop planning and/or interdisciplinary research contexts.
- International or cross-cultural experience, given the global nature of the conference.

This position is a USGS Student Services contract position. This means:

- Applicants must be U.S. citizens
- Applicants must either have graduated within the past year or be currently enrolled as a student.
- For all legal purposes, student is regarded as an independent contractor. Payments for services are reportable and taxable as earned income. No Federal, State, or Local income taxes will be deducted. No Social Security or Medicare taxes will be deducted. Student is responsible for payment of all taxes. The U.S. Geological Survey (USGS) will report the total amount paid under this order to the Internal Revenue Service on a Standard Form 1099. The student is not considered an employee and will not receive a W-2 form.

This is a part-time position currently funded for a year at approximately 10 hours a week beginning on or around August 1, 2021. The rate of pay is determined by level of education completed and location; it varies from \$27.56 to \$36.56 an hour. The employee may work remotely from anywhere in the U.S.; candidates local to the Flagstaff, AZ, Denver, CO, or Fort Collins, CO regions would also have the option to work with conference conveners in person (pending evolving guidance regarding the covid-19 pandemic).

Contact Information:

For questions related directly to the job, contact Amanda Cravens, Research Social Scientist, at aecravens@usgs.gov or Nicole Herman-Mercer, Research Social Scientist, at nhmercerc@usgs.gov.

To Apply:

- Please submit a cover letter, resume, transcripts (unofficial ok), and a writing sample to nhmercerc@usgs.gov by 11:59 PM (Mountain Time) Sunday, June 6th. Please use "Conference Research Assistant application" as the subject line for your email.