

# Research Support Specialist I/Citizen Science Coordinator

[Apply](#)

remote type

Onsite

locations

Ithaca (Main Campus)

time type

Full time

posted on

Posted 21 Days Ago

job requisition id

WDR-00045525

## Culture of Inclusion and Community Standards

As a university founded to be a place where “...any person can find instruction in any study,” diversity and inclusion are at the core of our values and mission. We strive to be a welcoming, caring, healthy, and equitable community where students, faculty, and staff with different backgrounds, perspectives, abilities, and experiences can learn, innovate, and work in an environment of respect, and feel empowered to engage in any community conversation. As a member of the Cornell University community, it is important to recognize our shared responsibility to each other to cultivate a culture of inclusion for all. [Cornell Core values](#)

As an individual contributor you will model and support a culture of diversity, equity, inclusion, and wellbeing and continually seek to understand how your role, behaviors, and actions impact the success of this culture.

While position responsibilities vary greatly, the Skills for Success and Leadership Skills for Success are foundational to what is expected of every employee and leader working at Cornell. These skills are essential for individual and organizational success. [Staff Skills for Success](#); [Leadership Skills for Success](#)

## Department Background

The College of Agriculture and Life Sciences is a pioneer of purpose-driven science and Cornell University’s second largest college. We work across disciplines to tackle the challenges of our time through world-renowned research, education and outreach. The

questions we probe and the answers we seek focus on three overlapping concerns: natural and human systems; food, energy and environmental resources; and social, physical and economic well-being.

Unique among peer institutions in the United States, the breadth of disciplinary expertise in the Department of Natural Resources—from ethics and social sciences to conservation genetics and applied ecology—creates a stimulating multi-disciplinary atmosphere for students, staff, faculty and visiting scholars. Furthermore, the Department of Natural Resources is exceptional in its strong collaborative ties across Cornell, other universities, governmental agencies and leading environmental and conservation organizations. Consistently ranked among the top college environmental programs in the nation, we contribute creative and impactful science and education to address many of the urgent environmental issues of the 21st century. We provide essential information to communities, conservation and environmental professionals, and policy makers, as well as educators and researchers worldwide.

The U.S. Geological Survey Cooperative Research Unit program is a Federal, State, University, NGO cooperative program with 43 Cooperative Research Units in 41 States. The New York Cooperative Fish and Wildlife Research Unit (NYCFWRU) at Cornell University has been an active partner in Cornell's Department of Natural Resources and the Environment (DNRE) program for >50 years. The Unit is a partnership among the U.S. Geological Survey, the New York State Department of Environmental Conservation, Cornell University, the U.S. Fish and Wildlife Service, and the Wildlife Management Institute. The mission of the Unit is to conduct and facilitate applied and basic research in fish and wildlife management among state and federal natural resource agencies, non-governmental organizations, and university faculty and staff on topics of mutual concern. The three Unit research scientists are aided by a highly motivated group of graduate students and research affiliates who conduct scientific research and understand the need for application and dissemination of research results. Particular attention is given to the natural resource problems and issues of the Northeastern states, with New York as the focal point, but we also work on national and international conservation issues.

This position receives limited supervision from campus and the incumbent needs to be self-directed, responsible, and capable of good judgment in a variety of routine and non-routine situations.

This appointment ends March 31, 2025 with possible extension depending on performance and funding.

#### Rewards And Benefits

Competitive compensation, generous time-off, and great benefits ...[More on Cornell Benefits](#)

#### Position Summary

The citizen science coordinator will coordinate and implement a mammal monitoring network in New York. The mammal monitoring network will recruit citizen scientists across New York to contribute to a state-wide camera trapping effort to monitor mammal species across the state. The coordinator will also coordinate data collection from state wildlife biologists, who will be conducting systematic camera trap surveys following a specified survey design. The coordinator will be supervised by Dr. Angela Fuller and they will work closely with partners from the New York State Department of Environmental Conservation.

Specific duties include recruiting, coordinating, and retaining volunteers for the state-wide camera trapping project. Assist in the coordination, development, and implementation of a communications strategy for the project. Promote the program via various outlets including public outreach events, written materials, blogs, workshops, meetings, and social media. Manage users in the app and on the web platform. Manage a loan-a-camera program. Create training materials for the app and web platform and manage updates to the platforms. Create newsletters and methods to engage and retain volunteers. Develop data visualization tools to present results to volunteers. Monitor project implementation and recommend adjustments as needed.

While position responsibilities vary, every member of our community is expected to foster a culture of belonging and a psychologically healthy work environment by communicating across differences; being cooperative, collaborative, open, and welcoming; showing respect, compassion, and empathy; engaging and supporting others regardless of background or perspective; speaking up when others are being excluded or treated inappropriately; and supporting work/life integration of oneself and others.

#### Required Qualifications

- Bachelor's degree in biology, ecology, environmental science, natural resources, communications, environmental/science education, social science, or other relevant fields.
- Demonstrated experience in planning, organizing, and coordinating citizen science or environmental outreach programs.

- At least 3 years of experience in stakeholder engagement, network building, or project coordination.
- Demonstrated record of success in project leadership and management.
- Experience with formal and informal science education, and/or public outreach.
- Experience with social media platforms such as Twitter/X, Instagram.
- Knowledge of mammals of New York or a willingness to learn quickly.
- Experience in and/or demonstrated commitment to supporting diversity, equity, access, inclusion, and wellbeing.
- Ability to cultivate and develop inclusive and equitable working relationships with students, faculty, staff, and community members.
- Excellent organizational, interpersonal, and written and verbal communications skills are essential.
- Excellent written and oral communication skills and willingness to participate in workshops and conferences.
- Excellent interpersonal skills with the ability to relate to people of diverse backgrounds.
- Must be comfortable with multitasking and adapt to competing priorities.
- Must be able to work both independently and collaboratively to support the efforts of the overall projects to accomplish required tasks while creating a high quality and respectful work environment.
- Must demonstrate attention to detail and ability to adapt and improve processes.
- Experience with computer applications including MS Word and Excel, Adobe Acrobat, Power point, R, and web browsers.
- Must possess sound judgment, excellent reasoning and decision-making skills, meticulous record keeping and ability to work with diverse personalities.
- Ability to conduct data analyses and data visualization of camera trap data.
- Must have and maintain a valid and unrestricted NY State driver's license and must be cleared to drive for university business.
- Background check will be required.
- Occasional travel required

#### Preferred Qualifications

Master's Degree or background in biology, environmental science, communications, education, social science, or other relevant fields.

Advanced knowledge and multiple years of experience managing complex or multi-stakeholder projects.

Experience with writing reports, and previous experience with the preparation of scientific manuscripts.

Strong mathematical and programming skills, and use of R.

Demonstrated experience conducting occupancy analyses.

Demonstrated desire and proven ability to publish in peer-reviewed journals.

Application Procedure:

Interested parties should submit a resume and cover letter describing qualifications online at <https://hr.cornell.edu/jobs>. When applying through our system, please remember to attach your resume and cover letter in either Microsoft Word or PDF format. In the experience section of your application, use the "Drop Files Here" box to manually drag document(s) into your application. For a more detailed description and instructions on how to apply online, please click [here](#).

Relocation assistance is not available for this position.

Visa sponsorship is not available for this position.

Familiarize yourself with Cornell's [COVID-19 workplace guidance](#) as well as the university's [COVID-19 services and information](#).

University Job Title:

Research Support Spec I

Job Family:

Academic Support

Level:

E

Pay Rate Type:

Salary

Pay Range:

\$58,660.00 - \$62,270.00

Remote Option Availability:

Onsite

Company:

Endowed

Contact Name:

Bert Whalen

Job Titles and Pay Ranges:

Non-Union Positions

Noted pay ranges reflect the potential pay opportunity for each job profile. The hiring rate of pay for the successful candidate will be determined considering the following criteria:

- Prior relevant work or industry experience
- Education level to the extent education is relevant to the position
- Unique applicable skills
- Academic Discipline (faculty pay ranges reflects 9-month annual salary)

To learn more about Cornell's non-union staff job titles and pay ranges, see [Career Navigator](#).

#### Union Positions

The hiring rate of pay for the successful candidate will be determined in accordance with the rates in the respective collective bargaining agreement. To learn more about Cornell's union wages, see [Union Pay Rates](#).

#### Current Employees:

If you currently work at Cornell University, please exit this website and log in to [Workday](#) using your Net ID and password. Select the Career icon on your [Home](#) dashboard to view jobs at Cornell.

#### Online Submission Guidelines:

Most positions at Cornell will require you to apply online and submit both a resume/CV and cover letter. You can upload documents either by "dragging and dropping" them into the dropbox or by using the "upload" icon on the application page. For more detailed instructions on how to apply to a job at Cornell, visit [How We Hire](#) on the HR website.

#### Employment Assistance:

For general questions about the position or the application process, please contact the Recruiter listed in the job posting or email [mycareer@cornell.edu](mailto:mycareer@cornell.edu).

If you require an accommodation for a disability in order to complete an employment application or to participate in the recruiting process, you are encouraged to contact Cornell University's Office of Institutional Equity and Title IX at voice (607) 255-2242, or email at [equity@cornell.edu](mailto:equity@cornell.edu).

Applicants that do not have internet access are encouraged to visit your local library, or local Department of Labor. You may also request an appointment to use a dedicated workstation in the Office of Talent Attraction and Recruitment, at the Ithaca campus, by emailing [mycareer@cornell.edu](mailto:mycareer@cornell.edu).

#### Notice to Applicants:

Please read the required Notice to Applicants statement by [clicking here](#). This notice contains important information about applying for a position at Cornell as well as some of your rights and responsibilities as an applicant.

EEO Statement:

Diversity and Inclusion are a part of Cornell University's heritage. We are a recognized employer and educator valuing AA/EEO, and we do not tolerate discrimination based on any protected characteristic, including race, ethnic or national origin, citizenship and immigration status, color, sex/gender, pregnancy or pregnancy-related conditions, age, creed, religion, actual or perceived disability (including persons associated with such a person), arrest and/or conviction record, military or veteran status, sexual orientation, gender expression and/or identity, an individual's genetic information, domestic violence victim status, familial status, marital status, or any other characteristic protected by applicable federal, state, or local law. We also recognize a lawful preference in employment practices for Native Americans living on or near Indian reservations in accordance with applicable law.

Cornell University embraces diversity and seeks candidates who will contribute to a climate that supports students, faculty, and staff to all identities and backgrounds. We encourage individuals from underrepresented and/or marginalized identities to apply.

2024-05-15