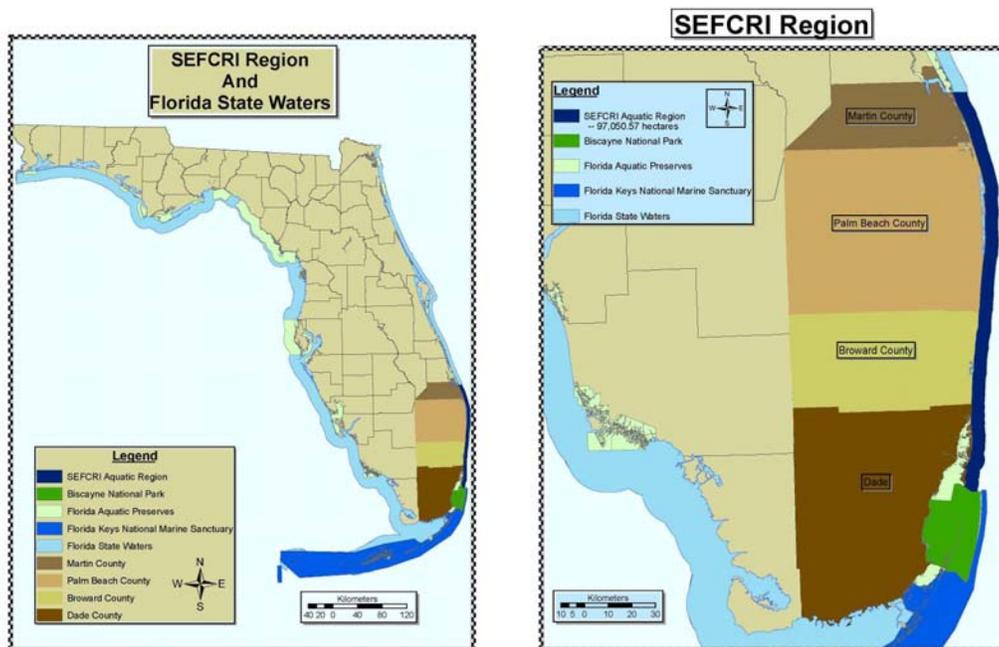

Florida

2010-2012 Statement of Work

Coral Reef Management Fellowship

Project Location

The host agency for the 2010 - 2012 Coral Management Fellowship in Florida is the Florida Department of Environmental Protection (FDEP) Coral Reef Conservation Program (CRCP) in Miami. Spanning over 330 nautical miles from the Dry Tortugas to Stuart, the Florida Reef Tract is the third longest reef system in the world, and one of the greatest natural resources in Florida and the United States. These beautiful coral reefs, lying just off the beaches of the most urbanized coastal region in the state, are an extraordinary biological, geological and economic resource. Supporting a rich and diverse assemblage of more than 6000 species, Florida's reefs are a marvelous source of recreation, education, scientific research, and public inspiration. Roughly one third of Florida's 18 million residents live within this region, which attracts over 38 million visitors a year. A study of natural and artificial reefs in southeast Florida and the Florida Keys showed that fishing, diving and boating-related expenditures generate \$6.3 billion in sales and income and sustain more than 71,000 jobs annually.^{1,2}



Program/Agency Background

The FDEP is the lead agency in the State of Florida's government for environmental management and stewardship. Comprised of three divisions – Regulatory Programs, Lands and Recreation, Planning and Management – the FDEP serves to protect the state's air, water and land resources. Florida's environmental priorities include restoring America's Everglades, improving air quality, restoring and protecting water quality, conserving environmentally sensitive lands and providing recreation opportunities for citizens and visitors, today and in the future. Within the Division of Lands and Recreation, the department's Office of Coastal and Aquatic Managed Areas directs the management of Florida's 41 Aquatic Preserves, three National Estuarine Research Reserves, the Florida Keys National Marine Sanctuary, and the CRCP.

Established in 2004, the FDEP CRCP coordinates coral reef research, monitoring, and mapping conducts education and outreach, develops management strategies, and encourages partnerships and stakeholder participation to advance protection of Florida's reefs. The State of Florida manages its coral reef resources cooperatively with federal, state and local agencies including NOAA, the National Park Service, the Florida Fish and Wildlife Conservation Commission (FWC), and the counties of Monroe, Miami-Dade, Broward, Palm Beach and Martin. Regulatory coordination with additional agencies including the U.S. Environmental Protection Agency, the U.S. Coast Guard, the U.S. Army Corp of Engineers and others supports the environmental conservation goals of the State. In 2006, the FDEP CRCP was also directed to coordinate and lead response to vessel groundings and anchor damage incidents in southeast Florida.

Through its role in supporting Florida's membership on the U.S. Coral Reef Task Force (USCRTF), and the U.S. All Islands Committee, the FDEP CRCP leads the implementation of Florida's Local Action Strategy - the Southeast Florida Coral Reef Initiative (SEFCRI). With guidance from the USCRTF, the FDEP and the FWC coordinated the formation of a team of marine resource professionals (local, state, and federal), scientists, non-governmental organization representatives, and other coral reef stakeholders. This team, named the SEFCRI Team, gathered to develop local action strategies targeting coral ecosystems from Miami-Dade County through Broward, Palm Beach, and Martin counties. This region was chosen because its reefs are close to an intensely developed coastal region, with a large and diverse human population. Prior to the development of the SEFCRI, no coordinated education and outreach or management plan had been proposed for the coral reef ecosystem located north of the Florida Keys and Biscayne National Park.

The SEFCRI is targeting four focus areas that address threats to southeast Florida's coral reef ecosystems. The four focus areas are: (1) Land-Based Sources of Pollution (LBSP), (2) Maritime Industry and Coastal Construction Impacts (MICCI), (3) Fishing, Diving and Other Uses (FDOU), and (4) Awareness and Appreciation (AA). The SEFCRI Team is comprised of four focus teams, one for each focus area, whose members are working with the FDEP CRCP to develop and implement local action strategy projects.

Due to the intense coastal development that the southeast Florida region faces, the MICCI LAS projects are focused on working with the coastal construction industry (e.g. contractors, environmental consultants, etc.) and local, state, and federal permitting agencies to increase

protection of the coral reef resources through the development of Best Management Practices, cumulative impacts tools, standardized monitoring protocols, etc., as well as by encouraging the strengthening of statutory authorities. In order to support the efforts of the MICCI Team, the FDEP CRCP has recently begun engaging in the review of regional coastal construction project permits that may impact coral reef resources. Although FDEP CRCP staff capacity limits the number of projects that can be currently reviewed, it is hoped that this aspect of the program will continue to grow.

Project Goals & Objectives

The Fellow will provide support for ongoing FDEP CRCP initiatives and projects, and will work closely with FDEP CRCP managers and staff to implement program goals.

Specific goals for the Fellow will be to:

- Work closely with the FDEP CRCP Assistant Manager to coordinate and facilitate completion of Florida's MICCI local action strategies and the create and execute an implementation plan for the deliverables from these MICCI projects;
- Review regional coastal construction project permit applications that may impact coral reef resources and draft timely, accurate and appropriate recommendations to avoid and minimize resource impacts. Create a permitted project/comment tracking system for FDEP CRCP;
- Provide general support, as needed, to the FDEP CRCP including, but not limited to: assisting in the planning and development of new local action strategy proposals, assisting in the development of a marine zoning strategy for the Florida Reef Tract, and clear, consistent messaging about the Florida Reef Tract across jurisdictional boundaries to local residents/stakeholders and policy makers.

Project Description

The Fellow will work closely with the FDEP CRCP managers and staff to implement the SEFCRI, including encouraging and facilitating participation by, and input from, stakeholders and other government agencies. With guidance and direction from the CRCP Manager and Assistant Manager, the Fellow will serve as the point of contact responsible for leading coordination of all aspects of ongoing and new MICCI local action strategies (and other CRCP projects, as directed). The Fellow will work collaboratively and foster effective communication and information exchange with FDEP staff and numerous partners in both the public and private sector to further the state's efforts in protecting coral reef resources through the review of permitted coastal construction projects and the collaborative efforts of the Florida management community to develop marine zoning strategies for the entire Florida Reef Tract. The Fellow will represent FDEP, CRCP, and the SEFCRI Team, as appropriate. The fellowship ends January 2012.

Task 1: Orientation/Training (2 months)

Within the first month of orientation, the Fellow will complete required FDEP online training for new employees (e.g. public records, sexual harassment, etc.) to be repeated annually and, with input from the Supervisor (the FDEP CRCP Assistant Manager), will develop a project work plan that will be re-evaluated after completion of year one.

The Fellow will be introduced to staff and management of the FDEP CRCP, FDEP regulatory programs and partner agencies and begin a review of background information regarding the SEFCRI, regional coral reef and marine protected areas initiatives, and other coastal management issues. The Fellow will participate with program staff in inter- and intra-agency meetings, as needed.

Outcomes/Deliverables:

- Completion of all required FDEP online training (annually).
- Project work plan for first year of Fellowship.

Task 2: Coastal Construction Project Permit Review (40% of time)

The Fellow will coordinate the review of environmental permit applications and permit compliance activities, including associated scientific research, investigations, and monitoring activities for reefs and associated habitats in the southeast region for the FDEP CRCP. This responsibility includes meeting and/or collaborating with FDEP and other agency representatives and technical experts, and visiting project site locations, as needed. This position will lead the FDEP CRCP in MICCI related quality assurance activities including regulatory permit review and collection of data and/or information needed to assess environmental impacts, determine effects, and develop impact avoidance and minimization recommendations, as needed. This position will be responsible for the analysis and collation of permit information into succinct reports (including specific areas of threat or concern, potential for cumulative impacts, etc.) for review and submittal by the CRCP Manager and Assistant Manager, within established permit review process guidelines and timeframes.

Long-term management goals:

The Fellow will support the FDEP CRCP long-term management goals of: 1) maintaining and strengthening professional relationships between the FDEP CRCP and FDEP regulatory programs (e.g. Southeast District Environmental Resource Permitting Program, Bureau of Beaches and Coastal Systems) and other regulatory agency programs (e.g. US Army Corps of Engineers, NOAA National Marine Fisheries Service, FWC), 2) providing accurate and appropriate comments on regional coastal construction project permit applications that will minimize or eliminate impacts to coral reef or hardbottom communities, and, 3) creating/maintaining a permitted project/comment tracking system for the FDEP CRCP.

Outcomes/Deliverables:

- Analysis and collation of permit information into succinct reports with recommendations for review and submission by the CRCP management.
- Creation and maintenance of a permitted project/comment tracking system.
- Creation of a manual instructing staff on permit review procedures and expectations.

Task 3: MICCI Project Coordinator (40% of time)

The Fellow will serve as the Project Coordinator for the Maritime Industry and Coastal Construction Impacts (MICCI) local action strategies under direction of the FDEP CRCP Assistant Manager, and is responsible for assisting with the day to day coordination, planning and implementation of all aspects of the MICCI local action strategies. The Fellow will organize, facilitate, and participate in CRCP and SEFCRI-related workshops and meetings, ensuring meetings are properly noticed, summaries are recorded, and program/project files are maintained. The Fellow will also acquire, analyze and review data and literature relevant to the CRCP, develop and update databases, prepare progress, financial and other reports. The Fellow will facilitate the annual review (and revision or creation of new projects, as appropriate) of the MICCI Focus Area. The Fellow will be responsible for creating implementation plans for each of the deliverables from the 27 original MICCI local action strategies, including documentation of progress already made, specific goals to be reached, and steps to take in order to reach those goals. Additionally, the Fellow will assist the FDEP CRCP Assistant Manager by reviewing technical/ scientific reports/literature and outreach materials, including content and grammar editing of final MICCI project deliverables.

The Fellow will be responsible for providing data/information management support to the Assistant Manager, including the development and management of budgets, contracts, grants and general program administration support in compliance with state and federal laws, policies, and procedures. The Fellow will be responsible for additional duties and special projects, as assigned.

Long-term management goal:

The Fellow will support the FDEP CRCP long-term management goal of completing the first round of Florida's MICCI local action strategies and ensuring the implementation of their deliverables.

Outcomes/Deliverables

- Completion of current/ongoing MICCI projects.
- Creation of an implementation plan for deliverables from the 27 original MICCI projects.
- Creation and management of new MICCI local action strategies.

Task 4: General FDEP CRCP Support (20% of time)

The Fellow will be responsible for providing additional support to FDEP CRCP management and staff, as needed. Examples include, but are not limited to, creation and management of new local action strategies, delivering FDEP CRCP and SEFCRI-related public presentations, and providing assistance with logistics (e.g. planning/support, development of meeting agendas and summaries, etc.) and data gathering/synthesis for associated Florida coral reef management meetings. The Fellow will be responsible for additional duties and special projects, as assigned.

Progress reports on the Fellow's achievements will be due to the FDEP CRCP Assistant Manager monthly. Reports should include any progress on individual projects, difficulties

encountered and their resolutions (or need of a resolution), and any goals or concerns the Fellow may have for the next month.

Long-term management goals:

The Fellow will support the long-term management goals of the FDEP CRCP including: 1) expanding the SEFCRI, 2) improving public awareness of Florida's coral reef ecosystems, the FDEP CRCP and the SEFCRI, and 3) supporting related partnership efforts to conserve and improve management of the Florida Reef Tract.

Outcomes/Deliverables:

- Creation and management (as applicable) of new, non-MICCI projects.
- Progress reports due monthly.

Supervisor

The Fellow will be supervised by the FDEP CRCP Assistant Manager. The Supervisor will communicate regularly and directly with the Fellow in order to review timelines and evaluate progress, as needed.

The Supervisor will be responsible for the oversight of the Fellow's day-to-day activities, and approving or denying travel requests, as applicable. The Supervisor is responsible for reviewing the Fellow's monthly progress reports, and working with the Fellow to resolve any difficulties encountered.

The Fellow will be considered a member of the FDEP CRCP team and will be expected to attend staff meetings and participate in program related planning and development activities. The Supervisor will provide the Fellow with opportunities to join staff members in internal and external meetings. The Fellow will have ample opportunities to meet representatives from all levels of government, nonprofit groups, and academic institutions. This project will provide varied and challenging opportunities for the Fellow to learn about and participate in applied natural resource management. The Fellow will receive assistance from the Supervisor in identifying key individuals with whom to meet and identifying sources of information.

Training

The Supervisor will be responsible for providing the new Fellow with any necessary resources including any specialized training that may help the Fellow complete their tasks, and/or grow professionally. Initial program orientation training (e.g. FDEP CRCP, SEFCRI, and MICCI information) will be conducted throughout the two-month orientation period, and then additional training will be approved and/or provided, as appropriate, throughout the remainder of the Fellowship. Additional training opportunities may include, but are not limited to:

- FDEP Submerged Lands & Environmental Resource Program (SLER) permit compliance and enforcement
- U.S. Army Corps of Engineers – 21 Step Civil Works Orientation

Project Partners

The FDEP CRCP works actively with many partners including local, state and federal agencies, universities, and non-governmental organizations, environmental consultants, industry and citizens. Potential partners include, but are not limited to, the following:

- Broward County Environmental Protection & Growth Management Department
- Coastal Planning & Engineering, Inc.
- Coastal Systems International
- Cry of the Water
- Florida Department of Environmental Protection (FDEP)
 - Bureau of Beaches and Coastal Systems (BBCS)
 - Coastal and Aquatic Managed Areas (CAMA)
 - Florida Park Service (FPS)
 - John Pennekamp Coral Reef State Park
 - John U. Lloyd State Park
 - St. Lucie Inlet Preserve State Park
 - Submerged Lands & Environmental Resource Program (SLER)
- Florida Fish and Wildlife Conservation Commission (FWC)
- Florida Institute of Technology
- Marine Industries Association of South Florida
- Martin County
- Miami-Dade County Department of Environmental Resources Management (DERM)
- Nova Southeastern University Oceanographic Center (NSUOC)/National Coral Reef Institute (NCRI)
- National Oceanic and Atmospheric Administration (NOAA)
 - Florida Keys National Marine Sanctuary (FKNMS)
 - National Marine Fisheries Service (NMFS)
- National Park Service
 - Biscayne National Park
 - Dry Tortugas National Park
- The Nature Conservancy (TNC)
- Palm Beach County Department of Environmental Resources Management
- Port Everglades
- Port of Miami
- Port of Palm Beach
- U.S. Army Corps of Engineers (USACE)
- U.S. Coast Guard (USCG)
- U.S. Department of Agriculture (USDA)
- U.S. Environmental Protection Agency (EPA)
- U.S. Fish and Wildlife Service (USFWS)
 - Florida Keys National Wildlife Refuges Complex (FKNWRC)
- U.S. Geological Survey (USGS)
- South Atlantic Fishery Management Council (SAFMC)

- Surfrider Foundation
- Tetra Tech EC

In-Kind Support

The Fellow will be provided access to amenities, including office space and equipment, personal computer, telephone, fax, and email throughout the Fellowship period. Use of agency vehicles will be permitted for official purposes, in accordance with FDEP policies. In addition, FDEP CRCP will provide support for procurement of supplies, software, printing, photocopying, mailing, and incidental costs for project products, in accord assigned tasks and within the CRCP operational budget.

Eligibility Requirements

- Bachelor's degree in a natural or environmental science or related area of study with 2+ years related experience OR a master's degree in a related area of study.
- Valid driver's license with ability to obtain and maintain a valid Florida Driver's License.
- Proficient with PC computers and Microsoft Office software.
- Strong oral and written communication skills that, on request, can be supported by examples of experience in writing, reviewing, and editing (grammar and punctuation) information of a scientific and/or technical nature.

Desired Background and Skill Set

Knowledge of marine resource management principles and techniques; the terminology, principles and analytical techniques of the physical or natural sciences with special emphasis on Caribbean/Atlantic coral reef ecosystems, general marine science, coastal resource management (including marine protected areas) and current federal, state, and local coastal construction practices (e.g. project types, construction technologies and methods, Best Management Practices, etc.) and regulatory permitting processes including, but not limited to, environmental resource permits, National Environmental Policy Act environmental impact statements and environmental assessments, etc.

Ability to determine work priorities, and ensure satisfactory completion of work assignments; communicate effectively with a diverse range of people; establish and maintain effective working relationships with diverse partners and stakeholders; understand and apply applicable rules, regulations, policies and procedures relating to environmental programs; solve problems and make decisions; assess budgetary needs; formulate procedures; prepare technical reports; work in a team setting as well as work independently.

Must demonstrate exceptional ability to review and edit content and grammar of a technical and scientific nature. Ability to multitask and meet tight deadlines. Experience with Microsoft

Access and ArcGIS. Excellent math and analytical skills. Excellent organizational, writing, planning, meeting facilitation, public speaking, and project management skills. Ability to be creative, flexible, and adaptable.

Salary

The salary for this position will be \$38,000 annually during both years of the fellowship.

To Apply

In addition to your resume, please include a cover letter describing how your qualifications meet the needs of this fellowship (as described in this Statement of Work), and contact information for three references.

This position is open until filled.

Please email application package to jobs@img.com with the following subject heading:
NOA10017 Florida Fellowship.

Literature Cited

¹ Johns GM, Leeworthy VR, Bell FW, Bonn MA (2001) Socioeconomic Study of Reefs in Southeast Florida. Final Report. Hazen and Sawyer Environmental Engineers & Scientists

² Johns GM, Milon JW, Sayers D (2004) Socioeconomic Study of Reefs in Martin County, FL. Final Report Hazen and Sawyer Environmental Engineers & Scientists