

JOB INFORMATION

Effective Date	7/1/2022
Job Code:	3084
Job Title:	Research Associate
Salary Grade/Structure:	010 - Admin-Professional
Career Level Name:	P1 - Entry Professional
FLSA Name:	Exempt
EEO Code:	50-Technical and Paraprofessional
Job Function:	Research
Job Family:	Research
Job Summary	The Research Associate is responsible for performing environmental and biological research for the Environmental Institute of Houston, including field data collection and in office analysis of data. Duties will include maintenance and use of sampling equipment, vessel handling, team leadership and database management utilizing specialized software programs. Project participation will include, but is not limited to, the Galveston Bay Dolphin Research Program and the Texas Clean Rivers Program.

COMPETENCIES

Competencies

Please refer to the UHCL Human Resources webpage for UHCL core competencies for all eligible job levels.

QUALIFICATIONS

Education

Education Level	Education Details	Required/Preferred	
Bachelor's Degree		Required	
Master's Degree	Marine or conservation biology/science or similar field.	Preferred	

Work Experience

Experience	Experience Details	Required/Preferred	
Some	Three years of experience with Marine Mammal field research and basic water quality monitoring.	Required	
Considerable	Experience with Data management and field research team leadership.	Preferred	

Licenses and Certifications

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/Preferred
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Knowledge, Skills and Abilities

KSAs	Proficiency
• Knowledge of marine mammal ecology and behavior.	Basic
• Knowledge of environmental field data collection methods and equipment.	Basic
• Skills in small vessel handling.	Skilled
• Skills in performing photo-identification of marine mammals.	Skilled
• Skills in data management and use of software for population research, specifically Microsoft Excel, Access and ArcPro GIS.	Basic
• Ability to lead a field team of 3-4 people.	Skilled
• Ability to communicate and work well with others.	Proficient
• Ability to work independently with limited supervision.	Skilled

JOB RESPONSIBILITIES

- Campus Security Authority
- Remote Work Capable

Essential Functions

Essential Function	% TIME
• Organize and manage supplies and teams for the collection of water quality data and samples.	40%
• Lead a field team to collect photo-identification survey data of bottlenose dolphins in Galveston Bay each quarter.	15%
• Assist in managing a database of dolphin survey photos and associated data.	10%
• Perform photo-analysis of dolphin data.	10%
• Enter and QC water quality data.	10%
• Assist in field work and equipment and supply maintenance and management for various EIH projects.	10%
• Other related duties as assigned.	5%

PRE-EMPLOYMENT

MVR:	Yes
Criminal History:	Yes
Physical Exam:	No
Hearing Exam:	No
Pulmonary Function Test:	No

PHYSICAL DEMANDS/WORKING CONDITIONS

Craft Workers - Outdoors

Physical Demands

Physical Demand	N/A	Rarely	Occasionally	Frequently	Constantly	Weight
Standing					X	

Physical Demands

Physical Demand	N/A	Rarely	Occasionally	Frequently	Constantly	Weight
Walking					X	
Sitting						
Lifting					X	
Carrying					X	
Pushing					X	
Pulling					X	
Climbing					X	
Balancing					X	
Stooping					X	
Kneeling					X	
Crouching					X	
Crawling				X		
Reaching					X	
Handling					X	
Grasping					X	
Feeling					X	
Talking				X		
Hearing				X		
Repetitive Motions					X	
Eye/Hand/Foot Coordination					X	

Working Environment

Working Condition	N/A	Rarely	Occasionally	Frequently	Constantly
Extreme cold			X		
Extreme heat				X	
Humid				X	
Wet				X	
Noise				X	
Hazards			X		
Temperature Change				X	
Atmospheric Conditions				X	
Vibration				X	

Travel Requirements

Estimated Amount	Brief Description
50%	Outdoor field research (ability to lift 50+ lbs., walk long distances with equipment, endure hot and humid conditions, etc.)