

Title: Technical Coordinator for the Data Buoy Cooperation Panel and OceanSITES network of reference stations
(Assistant Programme Specialist)

Domain: Science

Grade: P2

Organizational Unit: Ocean Observation and Services Section, Secretariat of the UNESCO Intergovernmental Oceanographic Commission

Primary Location: The primary duty station is Brest, France with a short initial training period in Toulouse, France.

Type of contract: Project Appointment

Annual salary: Starting from approximately €58 140 (without dependants) and € 62 000 (with dependants).

Duration of the contract: 1 year, renewable, subject to satisfactory service

Deadline (*midnight, Paris time*): 31 Nov. 2013

Submit application to: T.gross@unesco.org (CV with a covering letter)

OVERVIEW OF THE FUNCTIONS OF THE POST

Under the general supervision of the Executive Secretary of IOC, and under the particular supervision of the Head of the Ocean Observation and Services Section, the incumbent will be responsible for the following duties:

- Assist in the planning, implementation and operations of the global data buoy networks in close consultation with IOC and WMO stakeholders by; 1) providing technical advice; 2) maintaining technical documentation (including keeping dynamic web information system and monthly status reports up to date); 3) updating the JCOMM in situ Observing Platform Support Centre (JCOMMOPS) database, and; 4) providing other information based on emerging needs, findings and discussions of the Data Buoy Cooperation Panel (DBCP), OceanSITES, and other DBCP Action Groups.
- Support and promote initiatives to improve international dialogue and coordination for global observations, both online and offline, between national and international communities of DBCP (representing 70 percent of the time) and OceanSITES (representing 30 percent of the time). Report to the regular meetings of the DBCP, OceanSITES, and other JCOMM programs on the status and plans for observing platforms, data communications, and on other tasks charged to the JCOMMOPS. Serve as a representative to DBCP and OceanSITES, as directed, at relevant technical or scientific meetings.
- Performs administrative duties and support to the Panels as required.
- Assist members of the DBCP and OceanSITES by providing technical advice on collecting and distributing quality-controlled, real-time, observational platform data. Ensure the internationally agreed procedures for data management are being implemented and the data are distributed, either through the Global Telecommunications System (GTS) or into appropriate (real-time and delayed mode) data distribution & archive systems. Review, monitor use and compliance, and relay feedback, on the quality control procedures/guidelines for observing platform data.
- Participate in the development of cooperative arrangements for use of moored platforms and for buoy deployment and maintain information on buoy deployment opportunities and strategies. Liaise with other met-ocean observing programs to complement and augment the goals of DBCP and OceanSITES such as real time data sharing and ship time coordination.
- Assist in and develop systems for metadata collection for data buoy platforms. Provide advice on the development of standard data exchange formats (BUFR) for sharing data onto the GTS and (NetCDF etc.) for other data systems from all observational platform types.

- Monitor, resolve and communicate all actions items as identified by DBCP or OceanSITES sessions and report on resolved/ongoing/outstanding action items at sessions.
- Willing to travel frequently as dictated / required.

REQUIRED QUALIFICATIONS

EDUCATION

- Advanced University degree (master or equivalent) in physics, mathematics, engineering, oceanographic, atmospheric or environmental science. Additional training in the field of information systems would be an asset.

WORK EXPERIENCE

- 2 to 4 years of practical experience in oceanography, meteorology or its applications, or in the field of marine or atmospheric sciences. At least one year of experience at the international level would be an asset.

SKILLS/COMPETENCIES

- Understanding of observational platform requirements for operational meteorology and oceanography. Understanding of data management procedures in place at meteorological or oceanographic centres for the exchange of observational data. Experience in software and database development would be an asset.
- Ability to work effectively within a multi-cultural environment and to work effectively in team environment to achieve organizational goals with minimum supervision. Ability to perform effectively with changing and multiple priorities.
- Excellent computer skills; practical experience in computer programming, database management systems, SQL and/or web development would be a definite advantage.
- Good written and oral communication skills; proven ability to prepare briefings and reports and to communicate technical information to a broad audience, including institutional stakeholders.

LANGUAGES

- Excellent knowledge of spoken and written English. Working knowledge of the French would be an asset

BENEFITS AND ENTITLEMENTS

UNESCO's salaries are calculated in US dollars and exempt from income tax. They consist of a basic salary and a post adjustment which reflects the cost of living in a particular duty station and exchange rates.

Other benefits include: 30 days annual leave, family allowance, home travel, education grant for dependent children, pension plan and medical insurance. More details on [the ICSC Web site](#).

Please note that UNESCO is a non-smoking Organization.

This is a 'Project Appointment', initially for 1 year, (including a probationary period of 6 months) and is renewable, subject to satisfactory service.