



**San Juan County  
Marine Resources Committee**  
PO Box 947  
Friday Harbor, WA 98250  
360-370-7592 maryk@co.san-juan.wa.us



## **Request for Qualifications: Monitoring Coordination**

### **Background:**

The San Juan Marine Resources Committee is developing a coordinated monitoring program for the San Juan Marine Stewardship Area that will make progress towards adaptive management of the San Juan Marine Stewardship Area Plan and which will inform the public about the status of the marine ecosystem and engage citizens in learning about it. The MRC recently developed a monitoring plan and database of existing monitoring efforts. Those documents are available on the MRC website: [www.sjcmrc.org](http://www.sjcmrc.org).

### **Project Description:**

Many professional and volunteer groups are currently monitoring in the region. The MRC is seeking a contractor to develop a monitoring strategy by bringing these groups together to:

- Share information and collaborate
- Identify common monitoring and assessment needs and prioritize those needs
- Direct local programs to help implement monitoring priorities in the Marine Stewardship Area
- Support existing monitoring
- Improve coordination between monitoring groups and those that carry out protection programs who can use the data.
- Develop facts sheets on key monitoring efforts
- Help translate monitoring results into understandable language for the public
- Track how data are being used
- Other activities as directed by the MRC

### **Deliverables:**

Meeting agendas and notes

Monitoring strategy (due by June 2010)

Fact sheets, other outreach materials

Summary report which includes how data are being used (due by June 2011)

### **Budget:**

Will not exceed \$19,500. Funds for printing, events, meeting rooms, etc., will be provided by the MRC

**Qualifications:**

Ability to understand scientific and technical information. Knowledge and experience with marine ecology and species, water quality, and land use issues. Knowledge of the principles for monitoring for adaptive management. Knowledge and/or experience with citizen monitoring. Ability to network, facilitate meetings and arrange events. Good communication skills. Ability to meet deadlines. Should be based in the San Juans and knowledgeable about local issues and groups.

**Application Instructions:**

Submit applications electronically by 5 PM on March 12 to: maryk@co.san-juan.wa.us. Applications must not exceed 4 double sided pages and should include the following.

**I. Applicant information:** Name, address, telephone, email.

**II. Cover letter & resume**

**III. Answers to the following questions:**

- 1) What are your qualifications for managing this work?
- 2) Describe your technical training and experience, especially as they relate to the qualifications for this position. Include any experience working with databases.
- 3) Describe your knowledge and experience with monitoring programs and adaptive management.
- 4) Describe your experience working with groups to help them achieve collaborative outcomes. Include your experience working with groups in the San Juan Islands.
- 5) What is your experience with making complex information understandable and engaging for non-technical audiences in written materials and oral presentations?
- 6) Provide an estimate of the amount of time in total and per month you would be able to work on the tasks in the project description over a 9 to 12 month period.
- 7) Describe any other training or experience that are relevant for this position.

**IV. Three references**