

Position ID

E17-63

Position Title

Technical Lead

Office Name

Advisory Committee for the Sustained National Climate Assessment, NOAA

Portfolio Summary

The Technical Lead will report to the Executive Director for the Advisory Committee for the Sustained National Climate Assessment, who oversees the Advisory Committee's activities and provides logistical, travel, and administrative support for the Advisory Committee and its subcommittees. In addition, the Executive Director serves as the designated federal officer (DFO). The DFO ensures that legal requirements are met (Federal Register notices, meeting planning, public access to records, etc.), serves as liaison between committees and NOAA and USGCRP or the public, and provides a host of editorial and technical services to committee chairs and members. Information about the committee's scope, membership, and inaugural meeting may be found at <http://sncaadvisorycommittee.noaa.gov/Home.aspx>

The Advisory Committee has recommended establishing three subcommittees:

- A task force on "Partnerships for Actionable Knowledge" would develop options for Advisory Committee products or activities that explore approaches the USGCRP could use to establish and support enduring partnerships to apply available products, identify decision support needs, improve communication and comprehension of climate science, and achieve other sustained assessment objectives.
- A task force on "Climate data/projections for design processes" would scope options for establishing a sustained dialogue among architects, engineers, state/local planners, climate and physical impacts scientists, and science translators to clarify uses and needs for information on future mean and extreme conditions under a changing climate. The group would consider ways of structuring a dialogue, required participation, information requirements for design processes, approaches for providing/communicating information, resource requirements, etc.
- A task force on "Coastal Community Resilience" would consider how the sustained assessment process could better support cross cutting (regional) analysis of coastal issues. The group would consider integrated urban impacts including the potential for cascades of impacts across infrastructure and systems. Key questions include how assessment-derived information could be used to inform decisions about a broad range of strategies and what additional decision support is needed given extant resources provided through Federal, state, and local channels.

The Technical Lead shall provide program/project analysis, including: planning and organizing of activities and analyses in support of the Advisory Committee; and performing professional or technical work related to program management. Technical Leads shall also have the skills and ability to analyze and evaluate information required by Advisory Committee Executive Director/Designated Federal Officer (DFO) and Working Groups.

Work directly with the Advisory Committee, particularly on its in-person meetings two times a year, its teleconferences and actions between meetings, as well as managing agendas, task lists, email and web communications. Provide support for meetings particularly the editing and staffing for minutes and

reports including research, citations, and soliciting and reviewing public comments with no supervision or rework. Support for the subcommittees includes: planning and organizing in-person and virtual meetings; developing agendas in consultation with the DFO and working group leadership; independently working on research and analyses to ensure sustained National Climate Assessment activities are of the highest quality; and provide technical support (i.e., edit and staff working group products) required to accomplish the working group's specific charge.

Expertise Desired

Ability to ensure the integrity of the advice provided by the Advisory Committee; strong interpersonal, communication (written and oral), analytical and evaluation skills; and ability to work in a highly dynamic environment. Preference: expertise in a field such as environmental science, socio-economics or engineering.

Travel within DC (days per month)

1-2

Travel outside DC (days per month)

Rare

Accepts Foreign Nationals

TBD