Overview:
We are seeking a motivated individual to help plan and manage a year-long planning process that will culminate in drafting a CFAES-led Ohio Water-Quality Initiative (OWQI). Specifically, the program manager will assist the CFAES Water Quality Task Force (WQTF) to implement a series of public meetings, focus groups, surveys, and other activities designed to solicit input from CFAES faculty/staff and external stakeholders/decision-makers. This input will then be used to develop the OWQI, which is expected to consist of an integrated program of research, teaching, and outreach activities that will marshal CFAES resources and provide leadership to address current and future water quality issues in Ohio. The program manager will report to Dr. Douglas Jackson-Smith, WQTF chair. The appointment will initially be for 1 year, with a potential renewal depending on performance and availability of funding.

Duties:
The person hired will be expected to:

- Plan and supervise the scheduling and implementation of a series of activities (public meetings, focus groups, surveys, etc.) designed to capture input from internal and external stakeholders. (40%);
- Participate in the systematic analysis of qualitative and quantitative information captured through these activities (25%);
- In close collaboration with the WQTF, plan and manage the preparation of a written proposal for the OWQI that is responsive to the input captured from internal and stakeholders (25%);
- Provide general administrative support for the WQTF; Assist in preparing and monitoring expenditures for the WQTF (10%).

Qualifications:
Required:
- A masters degree in an appropriate field or equivalent combination of education and experience;
- Experience in program planning and administration.

Desired:
- Experience interacting with university faculty, agricultural and environmental organizations, and state and local government agency decision-makers.
- Familiarity with water quality issues and research.

To Apply:
- Submit a cover letter explaining your background and interest in the position and a resume to the OSU jobs website (job opening ID# is 434691).
- Position will be based on either the Columbus or Wooster OSU campus.
- Position open until filled; initial review of applications will begin on January 10, 2018.
- For more information, contact Dr. Douglas Jackson-Smith, Jackson-smith.1@osu.edu.