



**FISHERIES SPECIALIST
ATLANTIC COASTAL COOPERATIVE STATISTICS PROGRAM
(ACCSP)**

POSITION DESCRIPTION

Position Title: New Jersey Fisheries Specialist, Atlantic Coastal Cooperative Statistics Program (ACCSP)

Classification: Fisheries Specialist II

General Description:

The **New Jersey Fisheries Specialist, Atlantic Coastal Cooperative Statistics Program (ACCSP)** will assist the New Jersey ACCSP Coordinator with the management of all aspects of the New Jersey implementation of ACCSP programs and standards, including program planning, implementation, and operations; field sampling and data acquisition; data management and entry.

Specific Duties:

- 1) Work with state and federal seafood dealers and fishermen conducting dockside and at sea sampling aboard commercial fishing vessels collecting and recording data and biological samples for commercial fisheries as regulated by the Atlantic States Marine Fisheries Commission and the New Jersey Division of Fish and Wildlife. Field work conducting biological fisheries collection will be performed aboard commercial and recreational fishing vessels during possible inclement weather events as well as at commercial fishing docks interacting with fishermen and seafood dealers.
- 2) Work with state seafood dealers and fishermen, and with state, federal and ACCSP staff to implement the ACCSP Standard Atlantic Information System (SAFIS) for electronic Dealer Reporting, and electronic Vessel Trip Reporting.

- 3) Perform entry of commercial fisheries data collected from individual fishermen for the use of stock assessment.
- 4) Manage and update electronic database of commercial fisheries statistics involving state and federally permitted dealers and fishermen, provide updates to ACCSP staff as required.
- 5) Provide computer data feeds to the ACCSP data management system.
- 6) Other duties as assigned

Supervision Received:

The ACCSP is housed within the Atlantic States Marine Fisheries Commission (ASMFC) for administrative purposes, and the Coordinator will be a Commission employee. As an ASMFC employee, the Fisheries Specialist reports to the ACCSP Director, but on a daily basis, he/she reports to a New Jersey state supervisor. State managers and the ACCSP Director make joint decisions concerning interviewing and hiring of the Fisheries Specialist. The state supervisor is responsible for conducting the annual performance evaluation, with review and final approval by the ACCSP Director.

Work Environment:

Work is performed primarily in an office setting. The State Coordinator is physically located at the Port Republic, New Jersey field office. Job duties may require frequent daily and/or overnight travel, primarily in the state, and occasionally to ACCSP meetings outside the state.

Overtime:

This is a Fisheries Specialist position, not qualified for overtime under the Commission's policies. Compensatory time and flexible working hours are available under the Commission's policy; however, the Fisheries Specialist is a salaried employee, and is expected to put in the effort necessary to make this program successful.