JOB POSTING

Data Manager – Friendly workplace, flexible hours, and generous paid time off

The Vermont Center for Ecostudies (VCE) seeks an enthusiastic and versatile Data Manager who can work effectively both individually and as part of a team. The successful applicant will add data-processing and stewardship capacity to several VCE projects and work closely with VCE's data science team. Key qualifications include experience managing large datasets, familiarity with software repositories, proficiency in Microsoft products and a programming language.

Our Organization

The Vermont Center for Ecostudies promotes wildlife conservation in New England and across the Americas through scientific research and community engagement. Our scientists and volunteers gather essential information to guide habitat stewardship. We work with many partners, primarily in New England, Canada, and the Caribbean, where some of the Northeast's migratory birds overwinter. We are committed to creating a workplace culture that respects and celebrates diversity and values the wellbeing of all employees. We accomplish this by offering flexibility within the workday to help foster a healthy work-life balance.

Position Summary

The Data Manager supports the data management needs of VCE's science team. This position will work closely with staff scientists to develop processes for data ingestion, extraction, and analysis specific to each project's needs. We seek an individual with a creative and analytic approach to wrangling large datasets and adapting processes to fit a variety of analysis and data product needs. With support from the Director of Conservation Science, the Data Manager will collaborate with VCE partners to provide support on joint initiatives. The Data Manager is expected to work closely with VCE's data science team on the Vermont Atlas of Life and is also expected to contribute to other VCE programs including the Vermont Loon Conservation Project, Forest Bird Monitoring Program, Vernal Pool Atlas, Mountain Birdwatch, and the Mount Mansfield bird banding database.

Terms

The Data Manager works out of our office located in the vibrant community of White River Junction, across the river from Dartmouth College. This is a full-time position with a salary range of $40,000- $50,000, depending on experience. VCE offers health, dental, vision, and retirement benefits plus 30 days of paid time off per year

Download the full job description here.

Application Procedure

Please send a cover letter, resume, a one page statement highlighting your experience working with complex databases, and an example of databases or programming scripts you have developed as PDF attachments to Dr. Ryan Rebozo (rrebozo [at] vtecostudies.org) with "VCE

Data Mgr Application" in the subject line. Application review will begin on April 1, 2024 and continue until the position is filled.