



**Northern Marianas College**  
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## **VACANCY ANNOUNCEMENT**

Announcement No. 18-047

Northern Marianas College is accredited by the WASC Senior College and University Commission (WSCUC). With students who come from Micronesia, Asia, North America, Europe, and other parts of the world, the Northern Marianas College is a microcosm of the globe. In addition to its multicultural environment, the Northern Marianas College also boasts a diversity of students: in addition to recent high school graduates, many students are also currently working part time or full time and have their own family obligations. Classes are offered during the day, evening, and weekends to accommodate work schedules.

Northern Marianas College is located on the beautiful tropical island of Saipan within the Commonwealth of the Northern Mariana Islands. The island offers a broad range of outdoor sports, leisure and aquatics activities; and our tropical climate means that outdoor activities are available year round. The Commonwealth of the Northern Mariana Islands affords a low income tax rate through a generous rebate system. This means that your salary results in greater take-home pay than in many other jurisdictions.

It is the policy of Northern Marianas College that equal opportunity be given to all qualified applicants without regard to age, race, gender, marital status, place of origin, religion, disability status, political affiliation, family relationship, or genetic information (GINA). The college reserves the right to waive or implement other qualifications to meet its needs and the right to reject all applicants or withdraw the vacancy should NMC determine such a position is no longer needed or able to be filled. The College is an Equal Opportunity Employer.

<b>POSITION TITLE:</b>	<b>Entomologist</b>
Department:	<b>CREES</b>
Pay Level & Step:	<b>36/01-08</b>
Annual Salary:	<b>\$51,528.98 - \$65,559.25</b>
Location:	<b>As Terlaje Campus, Saipan</b>
Opening Date: January 25, 2019	Closing Date: February 04, 2019 or Until Filled

*Subject to availability of funds*

*Applications must be submitted by 4:30pm on the closing date. If there are no qualified applicants or the set of qualified applicants is deemed an insufficient pool, the closing date will be extended for two-week periods for further submission and review of applications until the search is closed. Deadlines that fall on a non-business day will be extended to the next business day.*

### **Nature of the Position:**

The position is located in the NMC Cooperative Research, Extension, and Education Service (NMC-CREES), under the supervision of the Dean of CREES and/or his designee. The position is approximately 80% agricultural research, and 20% agricultural extension and outreach. This position is charged with the responsibility of assisting CREES in fulfilling its mission by following performance duties and responsibilities articulated in the following section.

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Revised 02/02/2018

**Duties and Responsibilities:**

- Participates in Program Review and Outcome Assessment (PROA) activities.
- Works as a team member to: 1) Identify, diagnose, and make recommendations to remedy entomological problems, including invasive species, that are relevant to farmers and the agricultural industry in the CNMI, using appropriate field, nursery, and/or laboratory technology; 2) Write, prepare, and manage grant proposals for submission to funding agencies to further their research and extension endeavors; 3) Establish research and extension program priorities based on stakeholder input and needs assessments; 4) Develop and implement a 5-year Plan of Work based on USDA-NIFA National goals and stakeholder input; 5) Develop a strong extramurally funded research program that leads to publishing research in peer reviewed journals
- Participates in the CREES Integrated Pest Management (IPM) Program; works collaboratively with other IPM program personnel to plan the IPM extension program, prepare grant proposals; and manage ongoing IPM activities and projects.
- Documents, identifies, and holds in permanent collection the existing reference insect collection together with new findings and possible natural or introduced bio-controls.
- Establishes and develops collaborative linkages with the public, other agriculture professionals, nongovernmental organizations, colleges, universities, and sister governmental agencies addressing plant disease/disorder concerns on a local, regional, and/or national level.
- Provides technical advice to farmers and other organizations including without limitation: 1) Identifying insect pests; 2) suggesting appropriate pest management; 3) providing advice on farming methods that would help prevent unnecessary occurrences on farmlands; 4) publishing information and research results in periodic reports to our clientele and in refereed professional journals; 5) Preventing the establishment of invasive species
- Collects, records and analyzes data that will be disseminated to stakeholders by using an array of techniques (i.e. videos, field demonstrations, group discussions, workshops, newsletters, brochures, flyers, posters, calendars, television and radio programs, social media etc.)
- Conducts workshops, training, and certification programs relevant to the needs of the community and farmers.
- Trains and supports the professional growth of team members.
- Provides effective phone etiquette and customer service skills.
- Performs other duties as assigned.

**Supervisory Responsibilities:**

The scientist is expected to develop a work plan, which may involve a concerted effort from other government agencies, non-profit organizations, community groups, and extension and research personnel in addition to overseeing program personnel. As a result of his/her professional competencies, at times this individual will be charged with coordinating events, acquiring funding, evaluating established project outcome measures and supervising personnel. The scientist will assist and support the CREES Dean and/or his/her designee in planning and executing projects of interest to CNMI stakeholders.

**Minimum Qualifications:**

- Master's degree, doctorate preferred, from a U.S. Department of Education accredited institution in Entomology or a closely related discipline with four (4) years of field and diagnostic experience;
- Experience with Agriculture/Entomology
- Specific experience in the field application of Restricted Use Pesticides (RUP's), coordinating Integrated Pest Management (IPM) programs, and the use of biological control methods;

**Preferred Qualifications:**

- Doctorate Degree from a U.S. Department of Education accredited institution in Entomology or a closely related field discipline with two (2) years of field and diagnostic experience.
- Experience with Agriculture/Entomology
- Specific experience in the field application of Restricted Use Pesticides (RUP's), coordinating Integrated Pest Management (IPM) programs, and the use of biological control methods;
- Experience in tropical agriculture preferred
- Experience supervising personnel

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*All post-secondary education degrees must be from a U.S. Department of Education recognized and accredited institution.*

*All candidates must have a demonstrable ability to work with various College stakeholders in a respectable and collegial manner.*

### **Knowledge, Skills, and Abilities**

- Must have experience in Program Review and Outcomes Assessment.
- Must have strong computer background including, but not limited to, word processing, spreadsheets, and database, preferably Word, Excel, and PowerPoint software applications.
- Able to communicate effectively with students, staff, faculty, and other college stakeholders.
- Demonstrate strong organizational skills and a high attention to detail.
- Capable of handling multiple tasks while maintaining composure under stressful conditions.
- Completes and prioritize tasks accurately and in a timely manner.
- Takes initiative and works both independently and cooperatively in a team environment.
- Must be able to present information in clear and professional manner.
- Evidence of commitment to collaboration and transparency; and
- Evidence of effective collaboration with external stakeholders.
- Evidence of positive team interactions;
- Ability to adapt successfully and communicate effectively in a multi-cultural/multi-ethnic community;
- A scholarly record of research publications
- Ability to communicate effectively in English using oral, written and electronic methods;
- Experience and/or willingness to write, prepare and manage competitive grants to support extension and research activities.

### **Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand; walk; use hands to finger, handle or feel; and reach with hands and arms.

This position requires the ability to occasionally lift office products and supplies, up to 20 lbs.

### **Work Environment:**

The Work Environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job, the noise level in the work environment may vary.

### **Conditional Requirements:**

This position is classified as **Exempt** under the Fair Labor Standards Act (FLSA) and is "Not Covered": Is not eligible to receive overtime payment for each hour worked in excess of forty (40) within the given workweek.

### **How to Apply:**

Employment application forms are available at the Human Resources Office of the College and a pdf. file can be downloaded from our website: <http://www.marianas.edu> using Adobe Acrobat. Please submit the following documents to the HR Office: Complete employment application form, detailed Resume, Authorization for Release of Prior Employment Information/Consent to Background Check, and copies of all college transcripts (all official transcripts are required upon hire). Optional: Cover Letter. **\*\*\*The Employment Application must be completely filled and all required documents must be submitted by the closing date. The Human Resources Office may NOT PROCESS and may REJECT any**

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**application deemed incomplete. Reference to “See Attached Resume” will not be accepted.**

All post-secondary education degrees must be from a U.S. Department of Education recognized and accredited institution. It is our requirement that degrees be from a U.S.-accredited college or university. Foreign degrees may be accepted when accompanied with a credential evaluation report. A listing of authorized evaluation reports can be obtained at the National Association of Credential Evaluation Services (NACES) website at <http://www.naces.org/>

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification (I-9) document form upon hire. Police/court clearance will be required upon job offer.

**NOTICE:**

NMC perpetually solicits applications for **full-time faculty or part-time (adjunct faculty)** in all teaching disciplines. Qualified individuals interested in teaching (online or on-site) are encouraged to apply. All applicants must include transcripts from all post-secondary educational institutions attended, together with a resume and a completed and signed application for consideration.

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