



Reef Environmental Education Foundation

REEF Marine Conservation Fellowship Program Conservation Science Fellow Position Description

Program Responsibilities and Opportunities for Career Experience: The fellow's responsibilities focus on engaging REEF members and the general public with REEF's programs and marine conservation mission. Gain experience assisting with conservation science initiatives to support REEF's mission of citizen science, education, and partnerships with the scientific community. The fellow will have an inside look at strategies for increasing engagement, awareness, and capacity building for the REEF Invasive Species Program. The REEF Conservation Science Manager and REEF Conservation Science Associate will support and mentor the fellow as they gain career experience in the following areas. Program areas include the following:

Invasive Species Program Events and Outreach

- Work with program leads on event planning and communications tasks to support the Invasive Species program projects and events, including the Lionfish Derby Series, Workshops, and Culinary Events.
- Attend all Lionfish Derbies and workshops, as on-the-ground, week/day-of event support as needed
- Assist with branding for Lionfish Derby Series and Invasive Species Program, including working with an outside graphic designer(s) and/or designing materials in-house, placing orders for promotional items (t-shirts, banners, flyers, etc.), and tracking inventory
- Work with Education Program Manager and Education Fellow to coordinate workshops plans and promotion with the derby series
- Support event planning for Lionfish Derby Series, workshops, and culinary events, including but not limited to venue coordination, equipment, and program preparation, travel logistics, packing and unpacking, and post-event tasks, including follow-ups and data compilation
- Track Lionfish Derby Series registration and communicate with attendees as needed via email, phone, and in-person
- Develop ideas to improve efficiency and promotional effectiveness and increase attendance at events
- Assist with ensuring event, and program sponsors are recognized appropriately in communications and promotional materials
- Oversee REEF Invasive Species Program Facebook page; work with Engagement and Communications Manager and Communications and Outreach Fellow to ensure biweekly content is posted.
- Respond to comments and messages on Invasive Species Program Facebook page.
- Identify, research, and create useful and engaging content for Invasive Species Program audiences, including social media, flyers, and other promotional materials; work with Engagement and Communications Manager to implement
- Update website with new content.
- Promote the Exotic Species Sighting Report Form and potential non-native species of threat.
- Work with Education and Outreach Manager to provide invasive species lessons to local schools and trains student volunteers for the derbies

Research Efforts

Support conservation science program research priorities when needed

- Assist with video processing for Grouper Moon AI research

REEF conserves marine environments worldwide. Our mission is to protect biodiversity and ocean life by actively engaging and inspiring the public through citizen science, education, and partnerships with the scientific community.



- Assist with addition Grouper Moon work as it arises (ex. Larval fish and egg image measurements; transcribing audio logs)
- Assist with trap modifications and building for lionfish trap study
- May include the potential for involvement in fieldwork (non-diving) but is not guaranteed
- Assist with workshop and outreach planning and preparation for the lionfish trap study
- Assist with logistical needs for other potential projects, including SMILE

Marine Conservation Internship and General Operations

- Assist with training and support of the incoming Marine Conservation Interns
- Act as a leader and mentor for current Marine Conservation Interns
- Assist with daily tasks, phone and email communications, and office support as needed
- Assist with REEF Campus events as needed, including REEF Fest, Lionfish Derbies, and REEF by the Sea