



## VACANCY ANNOUNCEMENT Palau Community College

VA# : 2021-016  
Open : 09/15/2021  
Close : Until Filled

**Position** : Senior Research Assistant  
**Salary** : \$12,001.00 – \$21,312.00  
(Depending on qualifications)  
**Location** : PCC - Cooperative Research & Extension Office (CRE)

### **Examples of Duties consist, but are not limited to:**

1. Assist Researchers in Preparation and submission of annual plan of work(s), and/or project plans as requested by VP-CRE or designee.
2. Plan, modify and execute developed activities and programs in formats appropriate and relevant to age group at PCC-CRE office, R&D station, and/or at a site in the community/school.
3. Recruit potential clients for projects in agriculture; and plans and teaches classes according to client's convenience.
4. Develop extension publications addressing current and relevant projects in agriculture.
5. Assist in the Development and implementation innovation research and extension programs in agriculture.
6. Conduct workshops, lectures and/or demonstrations to clients, cooperators and students on subject relating to or derived from agriculture.
7. Participate in team approach and collaboration with other researchers, extension specialists and agents at PCC, Palau and other areas.
8. Work cooperatively with CRE staff to produce the quality of work that contributes to achievement of the CRE Department goals as well as the goals of the college.
9. Develop work timelines and deliver needed reporting/works on or before deadlines.
10. Seek and strengthen partnership with local and international agencies/organization to develop an agriculture industry in Palau and other region.
11. Work at odd hours, including evenings, weekends and holidays, early mornings and late nights as projects demands.
12. Abide by the applicable USDA, COM, PCC policies, rules, and regulations.
13. Perform other related duties as assigned by VP-CRE or her/his designee.

### **Minimum Qualification/Requirements:**

Requires BS or MS degree from the U.S. accredited educational institution plus 2 years of experience and knowledge in agriculture in tropical climate. Understanding in general agriculture practices or related field with at least four years of experience in conducting research is highly desirable. Must have effective written and oral communication skills as well as field experience in agriculture research and extension programs. Possesses strong publication records; effectiveness in working with adult and youth audiences as an individual and in a group as a team member. An ability to obtain funding should be evident

### **General information:**

Application forms may be obtained from the Human Resources Office or at the college website: [www.palau.edu](http://www.palau.edu) . Send completed application, resume and transcripts to: P.O. Box 9, Koror, PW 96940 (copies of transcripts will be sufficient during review process, but official transcripts and a recent police clearance will be required prior to any issued or offered contract). For further information, call 680-488-2470 x 227, or visit the HRD office on campus or email [hr@palau.edu](mailto:hr@palau.edu) .

**PCC IS AN EQUAL OPPORTUNITY EMPLOYER**