NOAA COMMISSIONED OFFICER BILLET DESCRIPTION

SECTION 1 - GENERAL INFORMATION
A. Billet Number 7216  B. Billet Title NCCOS IOCM Scientific Support Specialist
C. Grade Requested 02 - LTJG  D. Type of Submission PROPOSED NEW BILLET REPROGRAMMING
E. Minimum amount of overlap between incumbent officer/reporting officer for continuity of duties 1 Month
F. Duty Type FIXED SHORE  G. Estimated Length of Assignment 3 years

SECTION 2 - DUTY STATION ADDRESS AND CONTACT INFORMATION
A. Street Address SSMC4  B. Street Address 1305 East West Hwy
C. City Silver Spring  D. State Maryland  E. Country United States  F. Zip Code 20910
G. Office +1 (301) 713-3028  H. Mobile  I. Fax +1 (301) 713-4384

SECTION 3 - OFFICER EVALUATION REPORTING
A. Supervisor
1. Name Tim Battista  2. Position Oceanographer  3. Grade ZP IV
4. Email tim.battista@noaa.gov  5. Office +1 (301) 713-3028  6. Mobile +1 (240) 205-4191
B. Reporting Officer (2nd Level Supervisor)
1. Name John Christensen  2. Position Branch Chief  3. Grade ZP V
4. Email john.christensen@noaa.gov  5. Office +1 (301) 713-3028  6. Mobile
C. Reviewer (Normally the Reporting Officer's Supervisor)
1. Name CAPT Eric W. Berkowitz  2. Position NOS Officer Liaison  3. Grade ZP V
4. Email eric.w.berkowitz@noaa.gov  5. Office +1 (301) 713-2700  6. Mobile

SECTION 4 - ACCOUNTING AND ORGANIZATION
Complete as many of the following fields as possible. If in doubt, leave the field blank.
A. Organizational Hierarchy - Use common acronyms when possible.
1. Staff or Line Office NOS  2. Office, Center, or Lab NCCOS
3. Division  4. Branch CMA  5. Section or Team
B. NOAA Goal/Subgoal
C. Program
D. NOAA Org Code  E. NFC Org Code  F. Project-Task
SECTION 5 - PROGRAM, PROJECT OR ACTIVITY OVERVIEW

The National Centers for Coastal Ocean Science (NCCOS) Biogeography Branch is actively engaged in conducting comprehensive seafloor mapping of coastal states and territories to provide products to inform coastal management and decision making. The Branch is actively engaged in collecting, processing, and producing habitat products to serve resource management and research efforts of coastal waters. Our habitat mapping products are produced to inform and characterize the type, extent, and health of seafloor habitats, which are subsequently used to support branch activities to model and map the distribution and abundance of living marine resources (e.g. marine mammals, fish, turtles). The Branch is actively engaged in utilizing and exploiting a range of remote sensing technologies (airborne, satellite, ship-based, in situ, unmanned vehicles) (optical, acoustic, radar) to support coastal intelligence therein informing ecosystem services valuations. We are engaged in synoptic mapping efforts as well as research and development of sensors and processing protocols, innovative dissemination methods. Our clients and partners includes many facets of NOAA, multiple other civilian and defense agencies, states and territorial agencies, and academic institutions.

SECTION 6 - DUTIES AND RESPONSIBILITIES

1) Support multiple seafloor mapping projects in coastal areas throughout the U.S. and U.S. Caribbean which may include ship-based, small boat, and/or the use of satellite and aerial data acquisition.
2) Provide GIS and remote sensing support to projects developing habitat maps of marine ecosystems. This includes: the development of cartographic products and metadata from spatial data; processing and archival of remotely sensed data (e.g. imagery) for distribution and storage; and assistance with the acquisition of data or samples in field.
3) Provide data management support to projects conducting ecological assessments of marine ecosystems. This includes: Assist with field mission preparation and planning; perform quality assurance and control (QA/QC) on collected data to meet specifications; and produce basic descriptive statistical summaries of collected data.
4) Submit relevant data sets to NOAA data centers for archival and ensure data meets NOAA’s hydrographic standards.

6B. Division of Duties and Responsibilities, Total Must = 100%

Technical 60 + Operational 30 + Leading and Managing 10 + Executive Leadership 0 = 100%
### SECTION 6 - DUTIES AND RESPONSIBILITIES (continued)

6C. Resources Managed

1. Human

Does the Officer supervise personnel? ☐ Yes  ☑ No  Number of personnel supervised

Grades of supervised personnel

Will the Officer lead people, but has no supervisory responsibilities? ☐ Yes  ☑ No  Number of personnel led

Grades of personnel led

2. Fiscal

Will the Officer have budget responsibility? ☐ No  ☑ Yes  Dollar Amount (K)

3. Assets - Will the Officer be directly responsible for managing Government assets such as ships, aircraft, boats, etc? If so, list the asset(s) below in terms of physical description and when known, replacement value (indicate if estimated):

No.

### SECTION 7 - LEADERSHIP PREREQUISITES

<table>
<thead>
<tr>
<th>GRADE</th>
<th>LEADERSHIP MATURITY LEVEL</th>
<th>LEADERSHIP COMPETENCIES NEEDED FOR THIS BILLET</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENS (O1)</td>
<td>Leading Self</td>
<td>☒ Core Values &amp; Conduct  ☒ Health &amp; Well Being  ☒ Responsibility</td>
</tr>
<tr>
<td></td>
<td></td>
<td>☒ Followership  ☒ Adaptability</td>
</tr>
<tr>
<td>LTJG (O2)</td>
<td>Leading Others</td>
<td>☒ Interpersonal Skills  ☒ Continuous Learning  ☒ Technical Proficiency</td>
</tr>
<tr>
<td></td>
<td></td>
<td>☒ Listening  ☒ Speaking</td>
</tr>
<tr>
<td>LT (O3)</td>
<td>Leading Performance</td>
<td>☐ Decisiveness  ☐ Problem Solving</td>
</tr>
<tr>
<td></td>
<td>and Change</td>
<td>☐ Conflict Management</td>
</tr>
<tr>
<td></td>
<td></td>
<td>☐ Customer Focus  ☐ Entrepreneurship</td>
</tr>
<tr>
<td>LCDR (O4)</td>
<td></td>
<td>☐ Creativity &amp; Innovation</td>
</tr>
<tr>
<td></td>
<td>Leading Organizations</td>
<td>☐ Human Capital Management</td>
</tr>
<tr>
<td></td>
<td></td>
<td>☐ Financial Management</td>
</tr>
<tr>
<td></td>
<td></td>
<td>☐ Technology Management</td>
</tr>
</tbody>
</table>

Leadership Prerequisite Comments (Optional)

Demonstrated solid foundation in self-leadership, and ability to work independently to complete tasks with guidance from supervisor. Ability to work with team-members to coordinate and complete tasks to meet high scientific merit. Propensity to learn new technical approaches and techniques.
### SECTION 8 - OPERATIONAL PREREQUISITES

**A. Marine Prerequisites**

- [x] Officer of the Deck
- [ ] Senior Watch Officer
- [ ] ECDIS
- [ ] Dynamic Positioning
- [ ] Boat Deployment
- [ ] MedPIC
- [ ] Coxswain/OIC
- [ ] HAZWOPER
- [ ] AUV Deployment
- [ ] U/W UAS Deployment
- [ ] Buoy/Mooring Qualified
- [ ] Trawl Qualified
- [ ] Longline Qualified
- [ ] Hydro Launch PIC
- [ ] Foreign Port Calls

**B. Aviation Prerequisites**

- [ ] Co-Pilot
- [ ] Pilot
- [ ] Aircraft Commander
- [ ] Mission Commander
- [ ] Instructor Pilot
- [ ] Hurricane Qualified
- [ ] Alaska/Wilderness Qualified
- [ ] Flight Meteorologist
- [ ] International Flights
- [ ] UAS Pilot

**C. Dive Prerequisites**

- [ ] Scientific Diver
- [ ] Working Diver
- [ ] Advanced Working Diver
- [ ] Master Diver
- [ ] Dive Master
- [ ] Dive Medic
- [ ] Unit Diving Supervisor

**D. Additional Operational Prerequisites (security clearances, special training) and Operational Prerequisite Comments (Optional)**

### SECTION 9 - PROGRAM, PROJECT, OR ACTIVITY PREREQUISITES

List specific qualifications, knowledge, skills or abilities required prior to reporting to this billet. For example: budget (MARS, CBS); personnel; contracting (COTR, Warrants); Scientific (IHO Category A, scientific papers/publications, GIS); engineering (marine survey, ABYC, ABS, FAA); regulatory (US Code, CFR); information technology (databases, networks, programming).

Technical expertise and field experience in hydrography and nautical charting including acquisition, post-processing, and collection standards. Familiarity with NOAA Hydrographic Specifications and Deliverables is desirable.

Propensity and adaptability to learn new mapping protocols, software, and procedures.

Undergraduate or graduate degree in environmental, biological, spatial or physical sciences.

Ability to work in team working environment to produce desired products on time and to high scientific standards.

Coastal and open ocean field work experience operating off large and small vessels. Strong situational awareness of safety and risk issues working at sea or in the water, deploying scientific gear.

NOAA small boat certification is desirable.
### SECTION 10 - LEADERSHIP DEVELOPMENT

<table>
<thead>
<tr>
<th>GRADE</th>
<th>LEADERSHIP MATURITY LEVEL</th>
<th>LEADERSHIP COMPETENCIES DEVELOPED IN THIS BILLET</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENS (O1)</td>
<td>Leading Self</td>
<td>□ Core Values &amp; Conduct □ Health &amp; Well Being □ Responsibility</td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ Followership □ Adaptability</td>
</tr>
<tr>
<td>LTJG (O2)</td>
<td>Leading Others</td>
<td>□ Interpersonal Skills □ Continuous Learning □ Technical Proficiency</td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ Listening □ Speaking</td>
</tr>
<tr>
<td>LT (O3)</td>
<td>Leading Performance and Change</td>
<td>□ Writing □ Team Building □ Leveraging Diversity</td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ Influencing Others □ Developing Others □ Execution</td>
</tr>
<tr>
<td>LCDR (O4)</td>
<td>Leading Performance and Change</td>
<td>□ Decisiveness □ Problem Solving □ Conflict Management</td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ Customer Focus □ Entrepreneurship</td>
</tr>
<tr>
<td>CDR (O5)</td>
<td></td>
<td>□ Creativity &amp; Innovation □ Human Capital Management</td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ Financial Management □ Technology Management</td>
</tr>
<tr>
<td>CAPT (O6) and RADM (O7/O8)</td>
<td>Leading Organizations</td>
<td>□ External Awareness □ Strategic Thinking □ Political Savvy</td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ Vision □ Partnering</td>
</tr>
</tbody>
</table>

**Leadership Development Comments (Optional)**

The successful incumbent will develop and utilize leadership skills to assist in coordinating and strengthening IOCM activities within NOAA and the inter-agency services community. The incumbent will utilize their knowledge and experiences within the Office of Coastal Survey, and knowledge gained at NCCOS to assist in furthering collaboration and partnerships at national, regional, and area specific levels to further IOCM.

### SECTION 11 - OPERATIONAL DEVELOPMENT

**A. Marine Development**
- □ Officer of the Deck
- □ Senior Watch Officer
- □ ECDIS
- □ Dynamic Positioning
- □ Boat Deployment
- □ MedPIC
- □ Coxswain/OIC
- □ HAZWOPER
- □ AUV Deployment
- □ U/W UAS Deployment
- □ Buoy/Mooring Qualified
- □ Trawl Qualified
- □ Longline Qualified
- □ Hydro Launch PIC
- □ Foreign Port Calls

**B. Aviation Development**
- □ Co-Pilot
- □ Pilot
- □ Aircraft Commander
- □ Mission Commander
- □ Instructor Pilot
- □ Hurricane Qualified
- □ Alaska/Wilderness Qualified
- □ Flight Meteorologist
- □ International Flights
- □ UAS Pilot

**C. Dive Development**
- □ Scientific Diver
- □ Working Diver
- □ Advanced Working Diver
- □ Master Diver
- □ Dive Master
- □ Dive Medic
- □ Unit Diving Supervisor

**D. Additional Operational Development (security clearances, special training) or Operational Development Comments (Optional)**
SECTION 12 - PROGRAM, PROJECT, OR ACTIVITY DEVELOPMENT

List specific qualifications, knowledge, skills or abilities to be developed in this billet. For example: budget (MARS, CBS); personnel; contracting (COTR, Warrants); Scientific (IHO Category A, scientific papers/publications, GIS); engineering (marine survey, ABYC, ABS, FAA); regulatory (US Code, CFR); information technology (databases, networks, programming).

Develop proficiency in geo-spatial analytical and predictive mapping techniques.

SECTION 13 - CRITICAL SUCCESS CRITERIA

Provide brief measurable performance goals which would represent successful performance in this billet.

- Acquires data that meets NOAA hydrographic standards and are incorporated into nautical chart updates.
- Develops habitat mapping skills.
- Expand application of habitat mapping to other programs in NOAA (NMFS, OCS, IOCM).
- Develops expertise in backscatter processing and product development including the use of data other than acoustics.
- Assists in developing products, reports, and public accessibility of information generated and collected.
A. Developer's Statement

"I certify that I have written this billet description and certify that it is a true and correct representation of the billet."

1. Signature BATTISTA.TIMOTHY.A.13638 29663
2. Date 2015-04-24
3. Name Timothy A. Battista
4. Title/Position Oceanographer

B. Supervisor's Statement

"I have reviewed this billet description and certify that it is a true and correct representation of this billet."

1. Signature BATTISTA.TIMOTHY.A.13638 29663
2. Date 2015-04-24
3. Name Timothy A. Battista
4. Title/Position Oceanographer

C. Reviewing Officer's Statement

"I have reviewed this billet description and certify that this billet is a priority for my Line, Staff, or Headquarters Office."

1. Signature
2. Date 2016-05-26
3. Name CAPT Eric W. Berkowitz, NOAA
4. Title/Position NOS Liaison Officer

D. Commissioned Personnel Center Endorsement

"I am the OMAO/CPC Officer Career Management Division representative. I recommend approval of this billet."

1. Signature CDR Devin R. Brakob, NOAA
2. Date 7/27/2016
3. Name CDR Devin R. Brakob, NOAA
4. Title/Position Chief, Officer Career Management Division

E. Director, NOAA Corps Endorsement

"I am the Director, NOAA Corps and I approve this billet."

1. Signature
2. Date 8/4/16
3. Name RADM David A. Score, NOAA
4. Title/Position Director, NOAA Corps