

## Research Division Chief

DEPARTMENT: MBMG

Employment Detail: Permanent, Full-Time

Applications received by July 15, 2017 will be guaranteed full review and consideration.

Applications received after that date may be considered until an adequate applicant pool has been established.

### DUTIES:

- Provide oversight and guidance to professionals, staff, and students engaged in research on Montana's hydrogeology, geology, and mining.
- Work closely with the MBMG Director to develop projects and programs through interaction with MBMG personnel, MUS faculty, and granting Federal and State agencies.
- Responsible for technical editing of external and internal publications related to MBMG research including maps and manuscripts with a wide range of detail, scope, and audiences.
- Coordinate efforts with other Divisions within the MBMG including GIS-Computer Services, Analytical, Publications, and the Mineral Museum.

### REQUIRED QUALIFICATIONS:

- Master's Degree and 13 years' experience or a Doctoral degree and 10 years' experience in Geology, Geoscience, or other geology-core degree
- A publication record that reflects a broad knowledge of geology and/or hydrogeology

### REQUIRED SKILLS:

- Excellent writing and communications skills, as well as the ability to independently organize and establish objectives and priorities.
- Familiarity with software related to map production, word processing, and data management

### PREFERRED QUALIFICATIONS:

- Experience in management within a geoscience organization at or above the program level
- Demonstrated ability to work within a university setting to foster collaborations
- Proven success in writing funded project or program proposals
- Knowledge of Montana geology and hydrogeology, and the impact of natural resource development on the State's economy
- Demonstrated experience in review and publication of geologic maps and technical reports,
- Experience in issues associated with providing and archiving data, maps, and reports digitally
- Familiarity with a wide range of software related to geosciences

Application must include: a cover letter that addresses the required experience and qualifications (an emailed application that does not contain this separate cover letter will not be accepted); a resume that addresses the applicant's experience relative to the duties described for this position, a bibliography (examples of applicants writing may be requested during the application review process); name and contact information for 3 references who can speak to the applicant's abilities related to the position.

#### The items listed above should be sent or e-mailed to:

Montana Tech Human Resources, 1300 West Park Street, Butte, MT 59701  
e-mail: [HumanResources@mtech.edu](mailto:HumanResources@mtech.edu) Phone: 406-496-4380 Fax: 406-496-4387

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Any offer of employment is contingent upon a satisfactory criminal background check.