



**SEAFOOD
ENGINE**
In New England

Finance Manager

The National Science Foundation (NSF) Seafood Engine in New England is looking for an experienced, dynamic, and driven Finance Manager. Led by the Northeastern Regional Association of Coastal Ocean Observing Systems (NERACOOS), the Seafood Engine is an emerging innovation ecosystem and the only blue economy program with the NSF Regional Innovation Engines program. The Engine brings together premier R&D universities and educational institutions; industry, economic development, and community organizations; and government agencies to stimulate transformative technological innovation across the seafood supply chain. In doing so, the Engine aims to advance competitiveness, profitability, and workforce development jointly in the U.S. seafood industry and blue tech sector, regionally and nationally. The Finance Manager will oversee financial agreements, transactions, reporting, and related matters. The Finance Manager will work with fellow NERACOOS and Engine staff and external partners to ensure best practices and improve systems and performance. This position will report to the Engine Chief Operating Officer (COO).

Core responsibilities include:

- Developing, executing, and amending subaward agreements, contracts, grants, and other financial instruments with Engine partners and vendors.
- Tracking spending against work plans and budgets by the Engine administration, subawardees, and contractors, and communicating and rectifying any issues that may arise internally and externally.
- Supporting planning and execution of Engine events (retreats, workshops, conferences, etc.) by researching facilities and vendors, developing cost agreements, overseeing services, and arranging and recording payments.
- Working with the Engine COO and NERACOOS administrative and financial staff on internal financial management systems, the annual financial audit, development of the organizational fiscal year budget, and financial reports to both the Engine Governance Board and NERACOOS Board of Directors.
- Preparing federal financial reports in a timely and high-quality manner.
- Developing familiarity with federal financial rules, regulations, and procedures, and financial management best practices more generally, and tracking and implementing changes as they emerge.
- Developing open and effective lines of communication with grants administration staff at federal agencies and partner institutions.
- Supporting review and revision of organizational policies with financial implications, including health insurance, retirement benefits, professional development, other human resources issues, and others.



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Requirements:

- Bachelor's degree in a relevant field such as accounting, finance, or business administration.
- Minimum of five years of financial management experience within a company, academic institution, or nonprofit organization.
- Demonstrated familiarity and experience with management of government grants, especially from the National Science Foundation or other federal agencies.
- Ability to work under pressure, meet deadlines, communicate effectively with colleagues and partners, and respond to rapidly changing environments.
- High level analytical skills, excellent judgement, and creative problem-solving skills.

Additional Information:

Salary: This is a grant-funded position, with a budgeted salary up to \$100,000, commensurate with the experience and qualifications of the successful candidate. The initial appointment is subject to renewal of the Engine for its second award period commencing on, or around, September 1, 2027, with the potential for subsequent renewal up to a total program duration of ten years based on performance and availability of funds. The ideal candidate will be instrumental in driving the development and success of the organization, with the opportunity to transition into a longer-term role over the full ten-year duration of the Engine if key milestones are achieved.

Benefits: NERACOOS offers a benefits package that includes medical insurance and a health savings account, a simplified employee pension following three years of service, professional development opportunities, and flex work schedules.

Location: The successful candidate will be a NERACOOS employee and ideally be based close to the NERACOOS office in Portsmouth, NH. Other locations within the Engine region of service (Rhode Island to Maine) can be considered, contingent upon the ability to periodically travel to Portsmouth for face-to-face interactions with colleagues. Additional travel within the region to meet with partners, contractors, and vendors and to help organize Engine events, and nationally (especially to Washington, DC) for agency meetings may be required periodically.

To apply, please send a cover letter of no more than two pages describing interest and qualifications, along with a resume including names and contact information for three professional references to Seafood.Engine@neracoos.org. Review of applications will begin immediately and continue until a suitable candidate is found.

Thinking about applying?

If you're reading this and you have some of the qualifications listed, we encourage you to apply! Let us know how your experience and passion make you the right person for this job.