



STATE OF CONNECTICUT

BOARD OF TRUSTEES
FOR THE STATE COLLEGES

P. O. BOX 2008 NEW BRITAIN, CONNECTICUT 06050
TEL. NEW BRITAIN: 203-229-1008 TEL. HARTFORD: 203-566-7373

AUTHORIZING RESOLUTION

concerning

Establishment of a Grant-Funded Position
at
Western Connecticut State College

Assistant to the Weather Center Director/Administrator II

July 23, 1982

RESOLVED, That a grant-funded position, Assistant to the Weather Center Director/Administrator II, be established at Western Connecticut State College effective July 23, 1982, in accordance with all provisions and expectations as set forth in the proposal dated July 7, 1982, which is attached as an addendum to this Resolution.

A Certified True Copy:

James A. Frost

James A. Frost
Executive Director

UNCLASSIFIED POSITION ALTERATION SUMMARYTitle: Assistant to the Weather Center Director/Administrator IIFund: Grant Funded through Auxiliary AccountPosition Type: Permanent _____ Part-time _____ Full-time - Grant DurationalEffective Date: July 23, 1982Cost: \$13,000 per annumCampus: Western CT State College

Proposal: To establish the position of Assistant to the Weather Center Director to fulfill the provision of an anticipated two-year grant.

Summary:

Position to be filled only if grant is received. Position will assist in the educational and research activities of the Weather Center. Position will work in the area of severe storm research and also will be charged with the supervision of work study activities employed in storm research.

Date: July 7, 1982

ALTERATION OF A CURRENT POSITION OR ESTABLISHMENT OF NEW POSITION
IN THE UNCLASSIFIED SERVICE

To: Executive Officer for Faculty and Staff Affairs

From: WESTERN Connecticut State College, [Signature]
President

Concerning: x New Position, Existing Position (Vacant/Filled)

1. Proposal:

To establish the position of Assistant to the Weather Center Director to fulfill the provisions of an anticipated two year grant.

2. Proposed Position:

Title/Rank Assistant to the Weather Center Director / Administrator II

<u>12 mo. Temp.</u>	<u>\$13,000.00</u>	<u>Auxiliary Services</u>	<u>AFSCME</u>
10 or 12 mo.	Salary Level	Fund (Gen.,	Bargaining Unit
Full-Part-Time		Ed. Ext., Aux.)	
Temp. - Perm.			

3. Summary of Function (attach required job description)

See attached

4. Rationale for Altering or Establishing Position

Position is needed to do work the grant will pay for. Position will be filled only if grant is actually received.

5. Conditions of Employment if Changed or Different from Norm.

For Central Office Use

Consultation with Bargaining Unit Completed _____

Approved:

- 1. For Submission to PERC _____
- 2. By Committee/Board _____

JOB DESCRIPTION

Position Title: Assistant to the Weather Center Director

Administrative Rank: II

Department: Weather Center

Position Summary:

The Assistant to the Weather Center Director, a professional degreed meteorologist, assists in the educational and research activities of the Weather Center. The Assistant to the Director will work in the area of severe storms research. In addition, the Assistant to the Director is charged with the supervision of work-study students employed in storm research.

Position Responsibilities:

- 1) Assists in the severe storm research project (DAX) at the Weather Center.
- 2) Performs analysis of upper and low level charts.
- 3) Plots maps.
- 4) Works with computer output.
- 5) Supervises student assistants working in Weather Center.
- 6) Performs general maintenance of meteorological instruments and communication equipment.
- 7) Performs other duties and responsibilities related to those enumerated above which do not alter the basic level of responsibility of the position.

Qualifications:

B.A. in meteorology or related field.

Two years experience working in operational meteorology.

Full-time Administrator II (\$13,000) min.