


**CSU**

# THE CONNECTICUT STATE UNIVERSITY

P.O. Box 2008 • New Britain, Connecticut 06050 • (203) 827-7700

## RESOLUTION

concerning

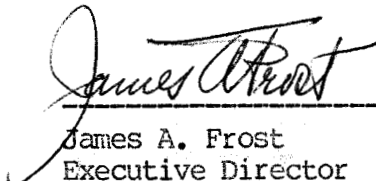
ESTABLISHMENT OF A POSITION  
 (Research Foundation - Weather Center Funded)  
 at  
 WESTERN CONNECTICUT STATE UNIVERSITY

ASSISTANT DIRECTOR, METEOROLOGICAL STUDIES  
 AND WEATHER CENTER/ADMINISTRATOR III

September 1, 1983

RESOLVED, That the position, Assistant Director, Meteorological Studies and Weather Center/ Administrator III (Research Foundation - Weather Center Funded), be established at Western Connecticut State University, effective September 1, 1983, in accordance with all provisions and expectations as set forth in the proposal dated August 17, 1983, which is attached as an addendum to this Resolution.

A Certified True Copy:

  
 \_\_\_\_\_  
 James A. Frost  
 Executive Director

UNCLASSIFIED POSITION ALTERATION SUMMARY

Title: Assistant Director of the Meteorological Studies  
and Weather Center/Administrator III

Fund: Research Foundation-Weather Center

Position Type: Permanent X Part-time     

Effective Date: September 1, 1983

Cost: \$16,100

Campus: Western CT State University

Proposal: This position is needed to further the educational mission of the Weather Center particularly in the area of dissemination of weather information.

Summary:

See attached material.

Date: August 17, 1983



Western Connecticut State University

Position Description

Position Title: Assistant Director, Meteorological Studies and Weather Center

Administrative Rank: Administrator 3

Department: Meteorological Studies and Weather Center

Position Summary: To assist in the preparation and dissemination of weather research and information.

Position Responsibilities:

- 1) Assist in the promotion and development of the educational mission of the Weather Center.
- 2) Develop and produce weather forecasts and related data.
- 3) Assist in the supervision of Weather Center employees, including student interns.
- 4) Consult with users of Weather Center data.
- 5) Provide weather forecasts.
- 6) Perform other related duties and responsibilities which do not alter the basic level of the position.

Qualifications:

Two to three years of administrative experience, demonstrating supervisory skills, preparing the applicant to work effectively with the general public. Experience in broadcasting desirable.

A Bachelor's degree is required preferably in a related field.

These qualifications may be waived for individuals with appropriate alternate experience.

Special Conditions: Must work varied hours on a flexible schedule.