**MISC FIELD WORKER**

**PACIFIC COOPERATIVE STUDIES UNIT**  
(Maui Invasive Species Committee, Kahului, Maui)

I. **SUMMARY OF DUTIES:** Regular, Full-Time, RCUH Non-Civil Service position with Maui Invasive Species Committee (MISC) located in Kahului, Maui. Continuation is dependent upon program/operational needs, satisfactory work performance, and availability of funds.

Assists the MISC Team Coordinator in conducting operations to implement the annual MISC Action Plan, as part of a team of up to seven members, toward eradication and control of invasive alien plant and animal species targeted by annual MISC action plan. Assists supervisor in translating the plan and guidance by MISC Chairman or designee into appropriate action. Assists supervisor and public relations specialist in attaining favorable public relations and quality control of action by the team. Participates in conscientious adherence to protocol for preventing spread of weeds. Participates in assuring maintenance of project vehicles and care of project equipment and adherence to herbicide use guidelines. Assists supervisor in keeping records of treatment and control.

II. **SCOPE OF POSITION:**

A. **Reports to:** MISC Team Coordinator

B. **Supervises:** None

C. **Budgetary Fiscal Responsibility:** None

D. **Signature Authorities:** None

E. **Level of Interaction:** Person to person contacts are with co-workers of the team, members of the public community, and with agency personnel (especially at base of operations). Maintains sensitivity to relations with landowners to maintain permission for plant/animal operations.
III. MAJOR DUTIES & RESPONSIBILITIES (* Essential Job Functions—Major Duties & Responsibilities are listed in order of importance):

75% 1. Works in the field, as directed, with the goal of eradication and control of invasive alien plant and animal species targeted by MISC. Assures quality control as directed.

20% 2. Assists in maintenance of project vehicles, care of project equipment and storage of herbicides. Keeps records of treatment/control, assuring employee safety, and implements protocol to prevent seed dispersal.

5% 3. Performs miscellaneous related duties as required.

IV. MINIMUM QUALIFICATIONS:

A. Education: High school diploma.

B. Experience: None.

C. Abilities, Knowledge, and Skills: Basic communication skills. Awareness of Hawaiian biota and threats from alien species. Ability to read maps and aerial photographs. Ability to work with small mechanized equipment (chain saws, etc.). Must have Hawaii Driver’s License.

D. Physical and/or Medical Demands: Excellent physical condition and coordination. Ability to lift and carry 50 lbs.

V. DESIRABLE QUALIFICATIONS: Experience in use of pesticides. Knowledge of threats from incipient alien plant and animal invasions in Hawaii. Field experience in an active resource management program to protect ecosystems in Hawaii or elsewhere. Experience with control of alien species in Hawaii or elsewhere.
VI. **REVIEWED BY INCUMBENT OF POSITION:** This position description is a summary of job functions, responsibilities and qualifications. These designations of functions are subject to change, as needs dictate.

__________________________________ ___________________
Signature of Incumbent Date

__________________________________
Print Name

**JOB DESCRIPTION REVIEWED WITH THE INCUMBENT:**

__________________________________ On: ________________
Signature of Supervisor Date
Note: This sheet is attached to the position description. This page will be maintained with your file copy of the official installation date of the position description.

**PREPARED/RECOMMENDED AND SUBMITTED BY:**

________________________________________ ____________________
Dr. David Duffy Date

**CLASSIFICATION:**
Non-Exempt
RCUH Pay Range:

<table>
<thead>
<tr>
<th>Factor</th>
<th>Slotting</th>
<th>Points</th>
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<tr>
<td>Know How</td>
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<td>Accountability</td>
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<tr>
<td>Problem Solving</td>
<td>B1 (12%)</td>
<td>10</td>
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**APPROVED BY:**

_____________________________________ __________________
Director of Human Resources or Designee Date

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MISC FIELD WORKER – ID# 20151. Pacific Cooperative Studies Unit (PCSU), Maui Invasive Species Committee (MISC). Regular, Full-Time, RCUH Non-Civil Service position, located in Kahului, Maui. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, and availability of funds. **Minimum Monthly Salary:** $1661.00 **Duties:** Assists the MISC Team Coordinator in conducting operations to implement the annual MISC Action Plan, as part of a team of up to seven members, toward eradication and control of invasive alien plant and animal species targeted by annual MISC action plan. Assists supervisor in translating the plan and guidance by MISC Chairman or designee into appropriate action. Assists supervisor and public relations specialist in attaining favorable public relations and quality control of action by the team. Participates in conscientious adherence to protocol for preventing spread of weeds. Participates in assuring maintenance of project vehicles and care of project equipment and adherence to herbicide use guidelines. Assists supervisor in keeping records of treatment and control. **Minimum Qualifications:** High school diploma. Basic communication skills. Awareness of Hawaiian biota and threats from alien species. Ability to read maps and aerial photographs. Ability to work with small mechanized equipment (chain saws, etc.). Must have Hawaii Driver’s License. Excellent physical condition and coordination. Ability to lift and carry 50 lbs. **Desirable Qualifications:** Experience in use of pesticides. Knowledge of threats from incipient alien plant and animal invasions in Hawaii. Field experience in an active resource management program to protect ecosystems in Hawaii or elsewhere. Experience with control of alien species in Hawaii or elsewhere. **Inquiries:** Lynette Kinoshita, 956-3932 (Oahu). **Application Requirements:** Send cover letter (note ID#) with narrative on your qualifications for the position, resume with salary history, the names and phone numbers of three work related references, and copy(ies) of diploma(s) and/or certificate(s) used to qualify for position to the Director of Human Resources, Research Corporation of the University of Hawaii, 2530 Dole Street, Sakamaki Hall D-100, Honolulu, HI 96822. **Closing Date: May 19, 2000.** EEO/AA Employer.
MISC FIELD WORKER – ID# 20151. Regular, Full-Time position. Assists the w/ eradication & control of invasive alien plant/animal species. Assists supervisor in translating the plan & guidance by MISC Chairman or designee into appropriate action. Assists supervisor & public relations specialist in attaining favorable public relations & quality control of action. Participates in conscientious adherence to protocol for prev. spread of weeds. Participates in assuring maint. of proj. vehicles & care of proj. equip. & adherence to herbicide use guidelines. Assists supervisor in keeping records of treatment & control. Requires: H.S. diploma & basic comm. skills. Awareness of Hawaiian biota & threats from alien species. Ability to read maps & aerial photographs. Ability to work with small mechanized equip. (chain saws, etc.). Must have HI Driver’s License. Excellent physical cond. & coord. Ability to lift & carry 50 lbs. Exp. in use of pesticides. Knowl. of threats from incipient alien plant/animal invasions in HI. Field exp. in an active resource mgt program to protect ecosystems & exp. w/ control of alien species in HI or elsewhere. Closing Date: 05/19/00. Min Sal: $1661/mo.

Inquiries: Lynnette Kinoshita, (808) 956-3932 (Oahu). Application Requirements: Send resume w/ ID# & salary history, the names & phone #s of 3 work related references, & copy(ies) of diploma(s) to the Director of Human Resources, Research Corporation of the University of Hawaii, 2530 Dole Street, Sakamaki Hall D-100, Honolulu, HI 96822. EEO/AA Employer