MISC PUBLIC RELATIONS & EDUCATION SPECIALIST – ID# 24535. Pacific Cooperative Studies Unit, Maui Invasive Species Committee (MISC). Regular, Full-Time, RCUH Non-Civil Service position, located in Maui. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, and availability of funds. **Monthly Salary Range:** Commensurate with qualifications. **Duties:** Negotiates access to public and private property for survey and control operations. Works to develop and maintain positive public image for MISC operations. Develops and implements public relations and education program to raise public awareness about and generate support for MISC’s efforts to control invasive plants and animals. Uses graphic design programs, creative writing, and artistic skills to design original educational materials. Acts as primary contact for public inquiries. Develops, produces and maintains public relations and educational materials. Represents MISC at appropriate venues. Makes presentations to community and school groups. Develops and maintains positive relationships with members of the local media and with MISC’s partners, including their public relations professionals. Prepares reports on public relations activities and accomplishments. **Minimum Qualifications:** **Education:** Bachelor’s Degree from an accredited four (4) year college or university. **Experience:** Three to five (3-5) years experience in the field of public relations or education related to natural resource management. One to two (1-2) years experience producing public messages using different forms of media, including print, radio, video, website, and television. **Knowledge:** Ability to speak knowledgeably about Hawaiian biota and threats from incipient alien plant and animal invasions in Hawaii. **Abilities and Skills:** Ability to think and act independently under pressure and in the public eye while striving to present a positive public image for controversial activities. Excellent organizational and computer skills. Strong communication and interpersonal skills, including the ability to negotiate effectively with reluctant landowners. Demonstrated ability to communicate clearly and effectively, both orally and in writing, with a wide variety of publics. Ability to work with and contribute positively to a dynamic and diverse workforce. Willing to work evenings and weekends on occasion. Must have valid Driver’s License. **Physical and/or Medical Demands:** Ability to lift and carry 20 lbs. occasionally while setting up exhibits. **Desirable Qualifications:** Education in a natural resources management field or previous experience working in natural resources management. **Inquiries:** Elizabeth Anderson (808) 573-6471 (Maui). **Application Requirements:** The preferred method of applying for this job is through our on-line application process. Please go to www.rcuh.com, click on “Employment” and navigate to “Job Announcements/Apply for a Job.” However, if you do not have access to the Internet, you may apply by submitting resume; cover letter including ID#, referral source, narrative of your qualifications for position and salary history; names, phone numbers and addresses of three supervisory references and copy of degree(s)/transcripts/certificate(s) to confirm your credentials by fax (808) 956-5022 or mail to Director of Human Resources, Research Corporation of the University of Hawaii, 2530 Dole Street, Sakamaki Hall D-100, Honolulu, HI 96822 before the closing date. **Closing Date: November 12, 2004.** EEO/AA Employer.