Job Title: State North West Hawaiian Islands Permits Specialist  
Job ID: 26555  
Project Name: DLNR-Aquatic Resources  
Full/Part Time: Full-Time  
Regular/Temporary: Regular  
Closing Date: 10/31/2006

Job Summary  
Regular, Full-Time, RCUH Non-Civil Service position with the Division of Aquatic Resources (DAR), Department of Land and Natural Resources (DLNR), located at the Federal Marine Sanctuary/Monument office in Honolulu, Hawaii. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, and availability of funds.

Minimum Monthly Salary:  
Commensurate with qualifications.

Duties:  
Works collaboratively to develop and implement a coordinated permitting process for the Northwestern Hawaiian Islands (NWHI) Marine National Monument (Monument). Coordinates review of all permits for activities within State waters of the Monument, and tracks all approved activities to ensure compliance. Works with agency partners to develop a database of permitted activities to assess cumulative impacts. Obtains input on permits from DLNR, various agencies and advisory groups, and prepares permits for submittal to the Board of Land and Natural Resources. Participates in inter-agency working group meetings to develop coordinated permitting, monitoring, enforcement, and management activities across jurisdictions.

Minimum Qualifications:  
Education: Bachelors Degree from an accredited four (4) year college or university in Environmental Policy, Marine Policy, Marine Resource Management, Coastal Management, Marine Science, Oceanography, Geography, or other related fields.  
Experience:  
- Two to four (2-4) years of progressively responsible work experience involving permits, scientific reviews and/or development of permitting procedures/systems.  
- Experience related to working effectively with other agencies and groups and to lead multi-disciplinary task forces.  
- Experience in developing recommendations, including the incorporation of scientific, cultural and other knowledge.  
- Experience in preparing clear and well organized reports, representing agency policies in public arenas, facilitating decision-making, and public speaking.  
(Masters Degree from an accredited college or university in one of the aforementioned fields may substitute for one year of work experience.)
Abil/Know/Skills:

- Knowledge of regional cultures, physical and biological sciences; basic principles and practices of research; relationship between resources and management practices; State laws, Departmental rules and regulations, policies and procedures; applicable Federal laws, rules, regulations and policies; with relation to environmental policies, marine management and/or conservation.
- Knowledge of English grammar and biological principles.
- Able to collect, correlate, evaluate, and analyze facts/data and develop sound conclusions; understand research methods and techniques used in aquatic resources management and conservation.
- Possess excellent written and oral communication skills; effective public speaking and presentation skills.
- Ability/skill to produce recommendations, reports, various print materials, publications, and exhibits.
- Proficiency in Microsoft Word, WordPerfect, Excel, PowerPoint, and Filemaker Pro.
- Able to periodically update a website.

Desirable Qualifications:

- Working knowledge of the NWHI.
- Academic background in the fields of Environmental Policy, Geography, Marine Policy, Marine Resource Management or Coastal Management.
- Knowledge of the National Marine Sanctuaries Act, Antiquities Act, Executive Orders 13178 and 13196, National Environmental Protection Act and National Environmental Policy Act.

Inquiries:
Athline Clark 587-0099 (Oahu).

Application Requirements:
The preferred method of applying for a 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 Recruitment 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 qualify for position 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.
EEO/AA Employer.