Job Title: VIS Interpretive Guide
Job ID: 27330
Project Name: IfA-MKSS
Full/Part Time: Full-Time
Regular/Temporary: Regular
Closing Date: 07/20/2007

Job Summary

(3) Regular, Full-Time, RCUH Non-Civil Service positions with the Mauna Kea Observatories Support Services (MKSS), located at Hale Pohaku, on the Island of Hawaii. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, and availability of funds.

Minimum Monthly Salary:
$2,340.00.

Duties:
- Interacts with visitors to Mauna Kea through the Visitor Information Station (VIS) programs.
- Warns visitors about the hazards encountered on Mauna Kea and, provides advice on how to have a safe trip.
- Works as a cashier and stock person at the bookstore.
- Performs housekeeping duties.

Minimum Qualifications:

Education:
Associates Degree from an accredited community college or at least two (2) years of college level course-work.

Experience:
Two to four (2-4) years of experience as an interpretive guide or otherwise interacting with others on a professional level such as teaching, lecturing, etc.

Abil/Know/Skills:
- Either possess or readily acquire the following knowledge and abilities: cultural, astronomical, geological, archeological, natural history and environmental features of Mauna Kea and ability to communicate these to the public in an informative and interesting manner; familiarity with the night sky, including the locations of planets, nebulae, etc.; operation of a small telescope to show visitors interesting celestial objects.
- Must possess and maintain a valid drivers license.
- Must be able obtain CPR and first aid certification within six (6) month probation period.

Physical/Medical Requirements:
- Able to work continuously at 9,300 feet altitude and occasionally at 14,000 feet. Must obtain a medical doctors approval for work at high altitudes.
- Able to walk with a pack approximately twenty (20) pounds over rough terrain at high altitudes.

Desirable Qualifications:
- Bachelors Degree from an accredited four (4) year college or university that would be applicable to at least some of the described duties.
- Firsthand experience with Mauna Kea and its various resources.
- Experience operating astronomical telescopes.
- Experience working at high altitudes.
- Experience working within sales, contribution, and volunteer programs.
- Experience with astronomical imaging devices.
- First Responder certification.

Inquiries:
Gwen Biggert 974-4205 (Hawaii).

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.