Job Description

Job Title: Coqui Frog Prog Coordinator
Job ID: 28236
Project Name: Pacific Coop Studies Unit
Full/Part Time: Full-Time
Regular/Temporary: Regular

Job Summary

Regular, Full-Time, RCUH Non-Civil Service position with the Pacific Cooperative Studies Unit (PCSU), Division of Forestry and Wildlife/Natural Area Reserve System (DOFAW/NARS) located on the Island of Hawaii. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, and availability of funds. Monthly Salary: Salary commensurate with qualifications. Duties: Coordinates and leads field crews in conducting coqui control operations to implement action plans for the control of invasive vertebrates within Hawaii County. Coordinates action for coqui frog control efforts in conjunction with members of the Coqui Frog Working Group. Coordinates implementation of the State Action Plan for coqui, including reviewing and revising the plan as necessary. Responsible for initiating on-the-ground accomplishments and assists with establishment of priorities to guide field operations. Assists with developing and refining appropriate methodology for surveying, monitoring, and all aspects of controlling coqui. Leads and works with the field crew to systematically locate and map target species, and utilizes chemical and physical methods to control coqui populations. Ensures adherence to applicable safety protocols. Collects and maintains detailed data on all field activities. Prepares comprehensive project summaries and status reports for the Big Island. Responsible for collecting, compiling, and reporting information from Statewide cooperators on efficacy of control efforts for legislative report. Coordinates the continuous development of an interagency coqui frog database which includes the supervision of a GIS Specialist and Data Entry Technician. Prepares maps and reports based on the database to the Coqui Frog Working Group. Meets regularly with members of the Coqui Frog Working Group to coordinate island wide efforts. Regularly maintains field equipment and vehicles, and tracks supply and equipment inventories. Coordinates all actions with appropriate subject-matter experts from the Department of Land and Natural Resources (DLNR) Big Island Invasive Species Committee, Hawaii Department of Agriculture (HDOA), and other cooperating agencies. Maintains favorable public and landowner relations during field operations and serves as a liaison with cooperating agencies and community organizations involved with coqui control work. Fieldwork requires the ability to drive project vehicles both on and off road, operate trailers including gooseneck, and handle pesticides. Minimum Qualifications: Education: Bachelor's Degree from an accredited four (4) year college or university in Biology, Zoology, Wildlife Science, Environmental Studies or related field. Experience: One to three (1-3) years of work experience in field activities relating to natural resources management. Six months to one year of leadership/ supervisory experience managing a diverse work force. Abil/Know/Skills: Knowledge of techniques for the safe and effective use of pesticides. Knowledge or skills in techniques of vertebrate or invertebrate population ecology, management, or control. Knowledge of Coqui control techniques. Ability to make sound planning and logistical decisions. Strong organizational, leadership, and interpersonal communication skills. Ability to work both independently and as part of a team. Ability to operate and maintain small-mechanized equipment, large capacity agricultural sprayers and the use of attached fire hose. Ability to operate large trailers including gooseneck trailers. Ability to understand and carry out oral and written
instructions. Ability to read and navigate using topographic maps, state tax map keys (TMK), and aerial photographs, and use global positioning systems. Ability to collect detailed field data, organizes and summarizes data, and writes clear and concise reports. Proficient with basic computer programs including databases. Must possess a valid driver's license and have experience with 4-wheel drive vehicles. Capable of working late night hours. Duty hours will be variable and include some early morning and late evening shifts. Must possess the American Red Cross Certification in First Aid/CPR (or be able to obtain the certificate following the training provided). Must be able to pass post-offer criminal background check. Within six (6) months of hire, employee must pass the Office of Aircraft Services (OAS) basic helicopter safety course. Physical/Medical Requirements: Must be able to conduct strenuous outdoor fieldwork in remote locations, on extremely rough and steep terrain, and under adverse weather conditions. Ability to lift and carry 50 pounds. Must not be acrophobic (afraid of heights). Fieldwork requires the use of Tyvek suits, respirators, and other physically taxing safety equipment. Desirable Qualifications: Experience working with control of invasive species in Hawaii and one (1) or more years of experience supervising fieldwork. Six months to one year in coqui control management. Knowledge of Hawaiian biota and threats from incipient plant and animal invasions and ability to identify common Hawaiian flora and fauna. Knowledge of coqui biology and their effects on economics and ecology. Inquiries: Lisa Hadway 974-4216 (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.

Please apply before: 05/02/2008