Job Description

Job Title: State NWHI Policy Splst
Job ID: 28256
Project Name: DLNR-Aquatic Resources
Full/Part Time: Full-Time
Regular/Temporary: Regular

Job Summary

Regular, Full-Time, Limited Term (approximately eight months in duration with possibility for extension), RCUH Non-Civil Service position with the Division of Aquatic Resources (DAR), Department of Land and Natural Resources (DLNR), located at the Papahanaumokuakea Marine National Monument (Monument) office in Honolulu, Hawaii. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, and availability of funds. Minimum Monthly Salary: $3,222.00. Duties: Coordinates the development of the management plans and the associated National Environmental Policy Act and State HRS Chapter 343 compliance for the Papahanaumokuakea Marine National Monument (Monument as it relates to the State of Hawaii. Works with the Monument staff in finalizing a management plan and other documents. Participates in group meetings to develop additional plans. Coordinates public meetings to receive public input on State's regulations and permits for the Northwestern Hawaiian Islands (NWHI) and on ideas for improving overall protection of significant resources. Works to obtain input from DLNR staff on proposed management plans for NWHI. Develops national and international policy initiatives including the State lead for the designation of the NWHI as a United Nations World Heritage Site; and coordinates among and between federal co-trustee agencies on this initiative and the lead federal agency on the international designation. Serves as liaison and participates in educational initiatives with federal partner agencies, state agencies and non-governmental organizations. Assists in coordination of Monument Management Board and inter-agency working group meetings to develop coordinated permitting, monitoring, enforcement, and management activities across jurisdictions.

Minimum Qualifications: Education: Bachelor's Degree from an accredited four (4) year college or university in Environmental Policy, Geography, Marine Policy, Marine Resource Management, Coastal Management, Marine Science/Ecology, or related field. Academic background in the fields of environmental policy, geography, marine policy, marine science, marine resource management or coastal management. Experience: Two to four (2-4) years of progressively responsible work experience in the successful implementation of planning for and achieving specific outcomes in project management. Experience in group dynamics and facilitation for decision-making in public policy and marine protected areas, including the incorporation of scientific, culture and other knowledge. (Master's Degree from an accredited college or university in one of the aforementioned fields may substitute for one year of work experience.) Experience related to working effectively with other agencies and groups and to lead multi-disciplinary task forces. Experience in developing recommendations, preparing clear and well organized reports and representing agency policies in public arenas. Abil/Know/Skills: Knowledge of regional cultures, physical and biological sciences, laws, regulations, programs, guidelines and educational approaches related to environmental management and policy. Knowledge of tropical marine ecosystems. Knowledge of a broad range of federal and state authorities relating to marine management conservation and particularly of the National Marine Sanctuaries Act, the Executive Orders 13178 and 13196, Presidential Proclamation 8031, the National Environmental Policy Act, State laws relevant to environmental assessments and
managing unique natural and cultural resources. Able to produce products or services for diverse audiences including print materials, publications, events, curriculum, exhibits and displays. Skilled in public speaking, presentation and communication techniques. Excellent written and oral communication skills. Must demonstrate proficiency in Microsoft Word, WordPerfect, Excel, PowerPoint, and Filemaker Pro. Able to periodically update a website. Desirable Qualifications: Master's Degree from an accredited college or university in Environmental Policy, Geography, Marine Policy, Marine Resource Management, Coastal Management, Marine Science/Ecology, or related field. Working knowledge of the Northwestern Hawaiian Islands and the various federal and State agency policies for management of the site. Current, applicable knowledge of natural resource and cultural resource management principles. Experience in coordinating meetings to receive public input on effective and ineffective aspects of management within State waters in the NWHI and ideas for improving overall protection of significant resources. Ability to deal effectively with complex, highly controversial issues and specific projects that affect the State of Hawaii, the National Marine Sanctuary Program, the U.S. Fish and Wildlife Service, the Office of Hawaiian Affairs, and other Monument management interest groups. Knowledge of the NEPA process; the international United Nations World Heritage Site designation process; and state, county, and federal regulations that affect marine resources. Inquiries: Athline Clark 587-0090 (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.

Please apply before: 04/28/2008