Waimea Valley, Oahu

Cultural Programs Manager F/T

Works with Executive Director, staff and consultants to identify, interpret, preserve, present and educate the public about the cultural aspects, historic sites, artifacts, and botanical resources of Waimea Valley. Directs and oversees staff and contractors in designing and delivering cultural and educational programs. Serves as a liaison to schools, cultural groups, community groups, and the public on the Company's various programs. Requires knowledge of Hawaiian cultural practices, Hawaiian history, and preservation of archeological and natural resources. Ability to speak and understand Hawaiian language preferred. Must have good oral and written communication skills, as well as experience in organizational and project management and strategic planning. Must have a college degree (Bachelors or higher) in Hawaiian Studies or a related field (or equivalent work experience), and at least 3 years of work experience developing educational programs focused on Hawaiian cultural and/or natural resources.

Cultural Programs and Events Coordinator FT

Responsible for assisting in the development and delivery of Hawaiian cultural programs and events, and coordinating activities for scheduled events in Waimea Valley. Oversees and coordinates the activities of employees and vendors engaged in providing event coordination, technical support, audio-visual services, security, fire regulation compliance, exhibitor services, and overall client satisfaction during events. Must have extensive knowledge of Hawaiian cultural practices and Hawaiian history. Ability to understand and speak Hawaiian language preferred. Familiarity with major Hawaiian cultural issues, organizations and resources required. Must have a college degree (Bachelors required, graduate preferred) in Hawaiian studies or a related field, or equivalent related work experience of at least 3 years minimum.

Horticulturalist FT

Works with the Botanical Group Manager to develop programs that cultivate, maintain and preserve the botanical collection in Waimea Valley. Assists other Botanical Department staff as necessary to ensure proper identification, preservation, training of staff and enhancement of botanical collection. Must be able to read site maps and landscape plans; be familiar with inventory control, labeling & database systems for botanical collections. Must be able to use standard horticulture tools, equipment, be familiar with standard office equipment & software including Excel, Word, Outlook and various database programs. Must have a Bachelor’s degree in horticulture, related field, or equivalent work experience; at least 3 years of work experience in horticulture field is required. Preferably with botanic gardens background and training.
Security PT
Responsible for the protection, safeguarding, and security of the company’s facilities and premises. Patrols facilities and grounds at night or day, and responds to emergency situations. Must project a professional demeanor in all circumstances including abusive and threatening situations and people. Must be knowledgeable with the principle practices, methods and procedures of law enforcement, crowds, and traffic control. High school diploma or equivalent is desired. Security or law enforcement experience preferred.

Benefits:

Excellent benefits including health, dental, drug, & vision, 401K, Cafeteria Plan, Vacations etc.

Please contact Temaleti Uluave, Human Resource Manager @ 638-7766 ext 205, Fax-638-7776, email - tuluave@waimeavalley.net