Job Description

Job Title: HCSU Project Coordinator
Job ID: 28633
Project Name: HI Coop Studies Unit (HCSU)
Full/Part Time: Full-Time
Regular/Temporary: Regular

Job Summary

Regular, Full-Time, RCUH Non-Civil Service position with the Hawaii Cooperative Studies Unit (HCSU) and Pacific Islands Ecosystem Research Center (PIERC) located in Hawaii Volcanoes National Park on the island of Hawaii. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, and availability of funds.

MINIMUM MONTHLY SALARY: Salary commensurate with qualifications.

DUTIES: Work with Resource Managers in National Parks in Hawaii to apply principles of conservation genetics to National Park Service (NPS) rare plant restoration programs. Investigate genetic variation of native, indigenous, and invasive plants in Hawaii and the Pacific using the appropriate molecular genetic methods. Works closely with NSP Resource Managers to identify questions related to park outplanting and rare plant recovery programs, uses molecular tools to address these questions, and provides technical assistance to park managers on issues related to restoration and recovery of threatened and endangered plants in Hawaii National Parks. Duties include, but are not limited to: application molecular genetic methods to assess genetic diversity and relatedness of threatened and endangered plants, working closely with NPS Resource Managers to provide technical assistance, routine laboratory procedures associated with DNA extraction and qualification, genetic analyses using Polymerase Chain Reaction (PCR), gel electrophoresis, computer-based data analyses, and summarizing laboratory data for reports.

PRIMARY QUALIFICATIONS: EDUCATION: Master's Degree from an accredited college or university in Biology, Botany, Plant Ecology, Conservation Biology, Genetics, or other biological discipline. EXPERIENCE: One to three (1-3) years of experience conducting genetic analyses using microsatellites, AFLP or other marker systems in a research laboratory. Field experience conducting botanical surveys, collecting and identifying botanical specimens. ABIL/KNOW/SKILLS: Must have a high level of knowledge about development and application of AFLP and microsatellite techniques for assessing genetic diversity and relatedness in plant populations as well as extensive knowledge of basic principles of extraction and purification of nucleic acids, primer design, PCR, cloning for preparation for sequencing, sequence analysis, restriction digests, electrophoresis, and analysis of sequence data. Demonstrated ability to organize and complete multiple laboratory procedures on a daily basis. Demonstrated ability to safely handle chemicals and work with high attention to detail for completion and verification of laboratory procedures. Demonstrated ability to complete genetic analyses using PCR, AFLP and microsatellite techniques, restriction digests, gel electrophoresis, and cloning for preparation for sequencing. Demonstrated ability to use software programs to analyze sequence data. Demonstrated ability to maintain and update databases for records and data storage. Demonstrated ability to write reports. Demonstrated ability to work safely in the field on rugged, uneven terrain. Ability to meet regularly with collaborators and colleagues to provide technical help.
assistance. Willingness to assist in routine laboratory functions, including ordering and inventory of 
supplies and maintenance of laboratory equipment. Possess a valid driver's license. PHYSICAL 
AND/OR MEDICAL DEMANDS: Must be able to hike up to ten (10) miles with a light pack (up to 20 
pounds) over rough and uneven terrain.

SECONDARY QUALIFICATIONS: Two (2) years research experience involving the application of 
AFLP techniques to investigate genetic diversity of rare or endangered plants. Working knowledge of 
Hawaiian plants and their ecology. Doctorate degree from an accredited college or university in 
Botany, Plant Ecology, or Conservation Biology.

INQUIRIES: Sharon Ziegler-Chong 933-0759 (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: 12/08/2008