Job Description

Job Title: Senior Cultural Resources Specialist (Oahu)
Job ID: 29297
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) performing project tasks on land controlled by U. S. Army Garrison, Hawaii on the Island of Oahu. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, and availability of funds.

MINIMUM MONTHLY SALARY: Salary commensurate with qualifications.

DUTIES: Coordinates with Cultural Resources Manager, US Army Garrison, Hawaii and Oahu Archaeologist to prioritize and implement actions required in the programmatic agreement for Routine Military Training at Makua Military Reservation and the 2001 Settlement Agreement for Makua including preparation of an annual report documenting these actions, other actions required by Section 106 review of USAG-HI projects on training ranges, actions required by the Integrated Cultural Resources Management Plan actions for Oahu, and other actions contained in the Oahu Cultural Resource Program Scope of Work. Familiarizes him/herself with installation plans, undertakings and cultural studies and inventories.

PRIMARY QUALIFICATIONS: EDUCATION: Master's Degree from an accredited college or university in Archaeology or Anthropology or a Bachelor's Degree in Archaeology or Anthropology and five (5) or more years of field experience. EXPERIENCE: Three to five (3-5) years experience in surveying, monitoring and/or otherwise managing cultural resources. One to three (1-3) years of experience as a Field Supervisor in an Archaeological project, including project report write-up. ABIL/KNOW/SKILLS: Working knowledge of and understanding of Section 106 of the National Historic Preservation Act of 1966, as amended, and related laws and regulations. Knowledge of Polynesian archaeology and cultural history. Ability to use altimeter, compass, maps and Global Positioning System. Skilled in use of Arcview/Geographic Information System (GIS). Computer literate in common word processing, database and spreadsheet programs. Must possess valid driver's license. PHYSICAL/MEDICAL REQUIREMENTS: Willing to work under strenuous and extreme outdoor conditions. Able to hike up to ten (10) miles per day with backpack weighing forty (40) pounds, and camp in remote and rugged areas for periods of several days. Backpacking field trips of several hours are commonly required over rough terrain at higher elevations.

SECONDARY QUALIFICATIONS: Education and experience in the cultural and archaeological setting specific to Army lands on Oahu and/or Hawaii islands. One to three (1-3) years experience in Hawai'i and/or Pacific Islands archaeology. Knowledge of department of Defense cultural resources in general and the policy, organizational, and operational contexts within which they are managed. Skill as a catalyst and motivator to elicit cooperation and compliance actions from diverse individuals and groups. Knowledge of local, Federal and State lands use and environmental laws. Demonstrated ability and willingness to make frequent, effective oral and written presentations. Familiarity with integrative techniques used to inventory, assess, and display cultural resource assets, environmental impacts, and their interrelationships. Working knowledge of supplies procurement and inventory within Department of Defense. Experience coordinating a variety of cultural resources program tasks,
particularly in a governmental agency setting.

INQUIRIES: Lynnette Kinoshita 956-3932 (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. If you have questions on the application process and/or need assistance, please call (808)956-3100.

EEO/AA Employer.

Please apply before: 07/21/2009