JOB POSTING:

Kamehameha Schools has a Cultural Assets Manager position available at Kawaiaha'o Plaza on O'ahu. Apply for Requisition #: 010866

Duties & Responsibilities:

Responsible for developing strategic direction and operational guidance for cultural properties, areas and remains as part of the KS statewide land portfolio. Develops and oversees cultural resources management plans to meet KS’ Strategic Plan goals and support Endowment Group initiatives. Conducts detailed reviews and due diligence for KS land transaction plans with regard for historical traditions cultural practices, cultural remains, regulatory compliance and adaptive program opportunities. Develops cultural assets management recommendations and oversees implementation to advance KS’ mission and entitlement opportunities pertaining to KS’ statewide lands. Develops and disseminates historical and cultural information for educational and asset management purposes system-wide.

Responsible for developing strategic direction and operational guidance for KS cultural properties, areas and remains. Directs the development of strategies and plans for the protection, preservation, enhancement and interpretation of cultural properties on KS lands statewide.

View full and detailed job descriptions on our website: www.ksbe.edu/careers.

Experience/Qualifications:

• More than 5 years related work experience
• Understand and show demonstrated proficiency with archaeological site preservation and interpretation activities with an emphasis on Hawai‘i properties and within the context of cultural landscapes; and Hawaiian cultural values and practices associated with cultural sites, remains, and on-going traditions.
• Familiarity with State of Hawai‘i and Federal legislation, rules and regulations governing historic preservation, cultural properties and cultural remains; and with Native Hawaiian communities, agencies and organizations and be able to work effectively with local communities.
• Knowledgeable in Hawaiian geography and familiar with general Hawaiian culture, language and practices.
• Valid driver’s license.

Preferred Qualifications:
• Masters Degree in the identified education fields and at least 3 years of related work experience.
• Experience with culture-focused education program providers, teaching or working with educators.
• Ability to speak, read and translate the Hawaiian language with fluency.
• Microsoft Access and SQL server experience, familiarity with audiovisual equipment.
• Demonstrated experience and work effectively with interdisciplinary projects and associated personnel, knowledgeable of KS’ Strategic Plan mission and objectives.

**Education:**

Bachelors Degree in Anthropology, Archaeology, Hawaiian Studies, Pacific Island Studies, Historic Preservation, Ethnography, Cultural Resources Planning
(In lieu of a Bachelors Degree, High School diploma or equivalent and at least 10 years of related work experience)

**What We Offer:**

• Competitive salaries
• Medical, dental, vision, 401(k), and other benefits
• Energetic, focused, and collaborative work environment

**HOW TO APPLY:**

Interested applicants must apply online. Please go to [http://www.ksbe.edu/careers](http://www.ksbe.edu/careers) and search Requisition Number "010866" for full job description, and to apply for this position.