**Job Description**

**Job Title:** Non-Native Plant Management Specialist  
**Job ID:** 10537  
**Project Name:** Pacific Coop Studies Unit  
**Full/Part Time:** Full-Time  
**Regular/Temporary:** Regular

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**Job Summary**

Regular, Full-Time, RCUH Non-Civil Service position with the Pacific Cooperative Studies Unit (PCSU), Natural Area Reserves Program located on the Island of Oahu. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, and availability of funds.

**MINIMUM MONTHLY SALARY:** $2,868/Mo.

**DUTIES:** Responsible for the development and implementation of a non-native plant management program within the Oahu Natural Area Reserve System (NARS) working for the Division of Forestry and Wildlife (DOFAW). Plans, manages, and implements plant monitoring and control throughout the Natural Area Reserve System and other natural areas. Develops control plans for the management of individual species. Coordinates plant control field work. Responsible for collecting and processing field biological and geospatial data related to non-native plant control. Plans, coordinates, schedules, trains, and supervises interns and volunteer for use on non-native plant management projects. Interacts with public to disseminate information about the NARS program. Responsible for researching and applying for grants in order to build and develop non-native plant control program.

**PRIMARY QUALIFICATIONS:**

**EDUCATION:** Bachelor's Degree from an accredited four (4) year college or university in Biology, Botany, Resource Management, Environmental Science, or a related field.  
**EXPERIENCE:** At least four (4) years of field experience working in natural resource management or closely related field.

**ABIL/KNOW/SKILLS:**
- Knowledge of native Hawaiian flora and fauna and threats from alien species. Working knowledge of the principles of ecology and wildlife biology. Knowledge of and/or expertise in field work techniques and data collection/management.
- Knowledge of herbicide use and weed control techniques. Ability to read maps and aerial photographs use map and compass to navigate in dense forests. Ability to use Global Positioning System (GPS) as well as Geographic Information Systems (GIS) for analyzing geospatial data, to document features, work locations and transects. Ability to take detailed field notes and develop systems for data collection. Ability to lead volunteers and to coordinate field projects and data collection. Must possess a valid driver's license and able to drive 4-wheel drive vehicle with manual transmission. Ability to drive project vehicles both on and off road, work in and around helicopters, and handling of pesticides. Ability to use PC and Microsoft Office (Word, Excel, Power point) and have strong ability to learn to use database programs (MS Access). Ability to write work summary reports. Ability to identify native Hawaiian plants and alien weed plant. Ability to work with small mechanized equipment in a safe manner. Must possess the American Red Cross Certification in First Aid/CPR (or be able to obtain the certificate following the training provided within 6-month new hire probationary period. Post Offer/Employment Conditions: Must be able to complete basic helicopter safety course within (6) months of hire. Must complete State of Hawaii Certification for Application of Restricted Use Pesticides within six (6) months of hire.

**PHYSICAL/MEDICAL REQUIREMENTS:** Ability to hike, camp and work in remote areas and rugged terrain under inclement weather conditions, up to five (5) consecutive days. Able to backpack and lift and carry sixty (60) pounds.
SECONDARY QUALIFICATIONS: More than five years of field experience working in natural resource management or closely related field. Experience in identification of native Hawaiian plants and non-native plants. Field experience working in the Natural Area Reserve System conducting active resource management to protect ecosystems and/or with control of alien species. Knowledge of ArcPad software and using MS access databases. Helicopter, First Aid and chainsaw training. Possess a Hawaii Pesticide Applicators License.

INQUIRIES: Chris Miller 453-6179 (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, mail, or hand-deliver 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. Online applications and faxed documents must be submitted/received by the closing date (11:59 P.M. Hawaii Standard Time/RCUH receipt time). Mailed documents must be postmarked by the closing date. Hand-delivered documents must be received by our HR office by 4 P.M. Hawaii Standard Time/RCUH receipt time. If you have questions on the application process and/or need assistance, please call (808)956-3100.

EEO/AA Employer.

Please apply before: 10/01/2010