

**Pu'u O Hoku Ranch, LTD.
PO Box 1889
Kaunakakai, HI 96748**

Pu'u o Hoku Ranch Manager Job Description

The Pu'u o Hoku Ranch Manager provides leadership and management oversight to all programs and activities at Pu'u o Hoku Ranch. The Ranch spans 14,000 acres on the east end of Molokai and is managed primarily for conservation, sustainable practices and products, and a family retreat for the owners. The ranch includes forest and coastal conservation lands, and current business activities include organic beef cattle, organic farming and visitor facilities. Future plans include sustainable energy and education projects.

The Ranch Manager has lead responsibilities for all ranch operations with assistance from the ranch program managers. S/he coordinates the work of all ranch staff, including budgeting and reporting. The Ranch Manager engages with a diverse set of partners, government agencies, community groups, neighbors, elected officials and others, serving as the ranch's primary spokesperson in the Moloka'i community. Ranch lands are regularly used by the local community for hunting, fishing, recreation and traditional cultural activities. The Ranch Manager will have a major role in developing and implementing the ranch's long-range management plan.

The position requires experience managing large, remote properties and working effectively with rural communities. The Ranch Manager reports to and works directly with the owner. S/he also works closely with the corporate office in Boston (Peregrine Financial aka PFC), which provides operational support with accounting, financial reporting and all administrative matters.

SPECIFIC RESPONSIBILITIES:

General Management & Business Operations

1. Work with the owner, staff and PFC to develop, implement and track progress on annual goals, work plans and budget for all ranch operations.
2. Work with program managers for agriculture, agro-forestry, livestock and visitors to achieve agreed annual objectives and consistently provide quality products and services
3. Manage all ranch staff and build an effective team to work together in a positive, productive work environment
4. Submit quarterly reports and maintain regular communications with owner and PFC
5. Secure and manage grants to support special projects
6. Represent the ranch on business, legal and community matters

Land Management

1. Manage grazing operations to enhance overall health of the pastures
2. Ensure compliance with the conservation easements on forest and coastal lands
3. Control invasive species on ranch property
4. Work with partners to develop and implement practical projects to manage and restore the ranch's native ecosystems (forests, streams and coastlines) over time

Community & Partner Relations

1. Develop and maintain good working relationships with ranch neighbors, partners and the Molokai community
2. Support and/or conduct priority education and community initiatives
3. Work with community leaders and others to address illegal or destructive activities on ranch lands
4. Assist owner with special projects on the ranch or in the Molokai community, as needed.

POSITION REQUIREMENTS:

1. At least 5 years of demonstrated, successful work experience in land management in remote areas, preferably in Hawai'i or similar island environments.
2. Proven ability to recruit, lead and manage a diverse team of staff and partners and build effective teams. Ability to motivate and work well with a wide variety of people.
3. Working knowledge of conservation and sustainable land management issues in Hawai'i. Experience with enterprise-based approaches to conservation highly desirable.
4. Strong communication skills with individuals and groups.
5. Demonstrated skills in working cooperatively, leading by example, promoting integrity and accountability, and respecting cultural differences.
6. Strong personal commitment to organic land management and sustainable land practices.
7. Basic computer skills for email, word processing and spreadsheets.

Send Resume and Cover Letter by 29 November 2010 to:

Ms. Julie Reay
puuohokuranch@gmail.com