Job Description

Job Title: Fagatele Bay Education, Outreach & Community Coordinator
Job ID: 10654
Project Name: Fagatele Bay Marine Sanctuary
Full/Part Time: Full-Time
Regular/Temporary: Regular

Job Summary

Regular, Full-Time, RCUH Non-Civil Service position with the National Ocean Service, Fagatele Bay National Marine Sanctuary (FBNMS), located in Pago Pago, American Samoa. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, and availability of funds.

MINIMUM MONTHLY SALARY: Salary commensurate with qualifications.

DUTIES: Leads development of educational programs and delivering them to a diverse audience ranging from early elementary age children through college and teachers. Works with partners to develop and deliver informal interpretive programs to a diverse general public audience. Programs will address major ecological, biological, geological and cultural interpretive themes identified by FBNMS. Work closely with teachers, American Samoa Department of Education (DOE) administration and partners to insure relevancy, quality and wide distribution of programs. Leads outreach operations as well as the development and coordination of display & exhibitary for the Visitor's Center. Leads & develops a cultural interpretive program development for FBNMS. Responsible for review of English/Samoan translation of all FBNMS outreach materials developed by the Cultural Liaison(s).

PRIMARY QUALIFICATIONS: EDUCATION: Master's Degree from an accredited college or university in Education, Marine Science or related field. Must have an educational background and/or professional experience in Natural Sciences, Education, Communications, or other education and outreach-related field. EXPERIENCE: At least five (5) years of experience conducting culturally appropriate work with Samoan Communities and at least three (3) years experience in informal education or teaching, and experience developing and implementing curriculum with aquatic, ecosystem, or Samoan themes. Experience working with community groups, interagency working groups, and professionals in the fields of education, outreach, management and policy. Experience in organizing educational programs and other community events. Familiarity with the Samoan Archipelago, its culture, biology and environmental issues. Experience giving interpretive talks. Have field experience among the coral reefs of American Samoa. Experience/familiarity with the policies, programs and operations Office of National Marine Sanctuaries. Expertise with American Samoa Department of Education (DOE) content and performing standards. Experience in organizing educational programs and other community events. ABIL/KNOW/SKILLS: Demonstrable knowledge of American Samoa's cultural and natural history, including coral reef ecosystems. Must have a strong understanding of the cultural structure, practices, and protocols of American Samoa. Must be knowledgeable in Samoan cultural protocol to be able to properly address and bring the FBNMS message to a wide variety of groups ranging from high level territory officials to school children. Must be able to interpret relationships between Fa'asamoa as it relates to FBNMS. Working knowledge of the unique culture and ecosystems of American Samoa. Must demonstrate the ability to express clear messages to a wide variety of groups even when the topics are controversial in nature. Knowledge of local and national education standards and understanding of educational theory. Fluent in Samoan. Must be able to communicate effectively in both Samoan and English languages; with excellent verbal and writing skills in both languages. Must have strong interpretation, and public speaking skills. Must
be skilled in developing presentations and programs that are appropriate for a wide variety of audiences. Able to give presentations to groups both large and small in both formal and informal/interactive formats. Proficiency with common personal computer office software such as Microsoft Word, Excel, PowerPoint. Must be able to assist in field work including, but not limited to the collection of plankton and invertebrates from onshore and ability to work effectively on research vessels. Requires strong coordination skills, ability to attend to details, work independently, and effectively prioritize a variety of competing tasks and meet deadlines. Must possess a valid driver's license. Post Offer/Employment Conditions: Must be able to pass a post offer criminal background check. PHYSICAL/MEDICAL REQUIREMENTS: Able to lift and carry up to fifty (50) pounds to assist transporting equipment and gear.

SECONDARY QUALIFICATIONS: High school or college level science lab teaching experience. Experience with marine ecological surveying and research techniques.

INQUIRIES: Kelley Sage 397-2404 (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: 11/08/2010