**Koʻolaupoko Urban Sub-basin Action Plan Coordinator: Position Description**

**Project Background**
Increasingly, Hui o Koʻolaupoko (HOK) is realizing a need to implemented prioritized, well thought-out Low-Impact retrofit Development (LIRD) projects to address non-point source pollution. Urban and developed areas of Koʻolaupoko have impervious surface cover ranging from 50% in Kaʻelepulu to 57% in Keaʻahala. An increase in impervious surfaces seems to correlate with an increase in parameters listed on the 303 (d) list including nutrients, turbidity, nitrite/nitrate, Total N&P and trash.

HOK has secured funding to implement an urban sub-basin action plan. The action plan will highlight prioritized opportunities to address non-point source pollution with Best Management Practices and LIRD projects.

**Goal of Project**

Assess urban areas and other developed lands that contribute to non-point source pollution in Koʻolaupoko using ecological metrics and social inputs to prioritize opportunities for Low-Impact re-Development (LIRD) implementation.

This will lead to implemented projects that mimic a site’s predevelopment hydrology by using design techniques that infiltrate, filter, store, evaporate and detain runoff close to its source.

**Tasks, Deliverables and Responsibilities**

The Coordinator will oversee the research and production of an Urban Sub-basin Action Plan to be used by HOK for future restoration opportunities related to non-point source pollution. The Coordinator’s responsibilities include, but may not be limited to, the following:

- Participation in Technical Advisory Committee (TAC)
- Work with partners to determine input metrics for site selection prioritization (e.g. rainfall, storm water drainage, land use, ownership, pollutant types/sources, etc.)
- Research suitable BMPs for Koʻolaupoko conditions
- Ground-truthing aerial GIS assessments, determining LIRD/BMP options for prioritized sites
- Determine pollutant load reduction for prioritized sites using load reduction methods
- Finalize aerial maps with LIRD/BMP opportunities for prioritized sites
- Produce draft and final production of sub-basin plans (chapters/content TBD)

**Education and Skills**

HOK requires at a minimum the following qualifications for this position:

1. B.S. or B.A. degree in physical, natural science, geography, environmental studies/science, social science, urban and regional planning or related field;
2. Proficiency in Geographical Information System (GIS) using ESRI ArcGIS;
3. Proficiencies in Microsoft Office including: Word, Excel, Publisher and PowerPoint;
4. Strong writing skills
5. Valid Hawaii Drivers License or the ability to obtain one within 30-days and the use of personal vehicle (travel will be reimbursed at the approved federal rate); and
6. Willingness to gain knowledge about low-impact development, green infrastructure and best management practices as they relate to non-point source pollution.

Desired Skills:

1. Experience with water quality parameters and non-point source issues;
2. Data gathering and interpretation; and

Desired Knowledge:

1. Knowledge of local geographical area; and
2. Understanding of non-point source pollution and its relationship to stream and ocean health.

Timeline/Duration

The Action Plan Coordinator can expect to begin work in early 2011. It is anticipated this will be a 9-month temporary position.

Remuneration

Compensation is $18-$21/hr based on experience, no health benefits are provided for this position. The position is part-time not to exceed 19hrs/week. No relocation costs are associated with this position. The Action Plan Coordinator will report to the Executive Director of HOK. The coordinator will have a work station available for use at the HOK office in Kailua. Interested applicants should send cover letter (1-page), resume and three (3) references to:

    Todd Cullison, Executive Director
    Hui o Koʻolaupoko
    1051 Keolu Dr. #208
    Kailua, HI 96734

    or e-mail materials (PDF format) to:

    tculison@hawaii.rr.com

Materials are due no later than 5:00 pm December 20, 2010.

For additional organization information visit www.huihawaii.org.

Hui o Koʻolaupoko is an equal opportunity employer.