Regular, Part-Time (50% FTE), RCUH Non-Civil Service position with the University of Hawaii Sea Grant Center for Island Climate Adaptation and Policy (ICAP), located in Honolulu, Hawaii. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, availability of funds, and compliance with applicable Federal/State laws.

MINIMUM MONTHLY SALARY: $2,284.50/Mon. (@50% FTE).

DUTIES: Provides assistance to the Director of the Center for Island Climate Adaptation and Policy (ICAP), by managing the one-year project, "Building Climate Adaptation and Policy Partnerships with Native Hawaiian Communities." The project addresses climate adaptation and policy needs and expands partnerships with Native Hawaiian and other vulnerable communities at risk from climate change impacts. Will support the ICAP Director by 1) developing new relationships and partnerships and serve as a liaison between ICAP and various sectors and stakeholder groups, including elected officials, businesses, landowners, and emergency service professionals, among others; and 2) developing and carrying out a Native Hawaiian climate change policy symposium in partnership with the University's Hawai'i'inauiakea School of Hawaiian Knowledge and Ka Huli Ao Center for Excellence in Native Hawaiian Law.

PRIMARY QUALIFICATIONS: EDUCATION: Master's Degree from an accredited college or university in Environmental Policy, Science, Management, Indigenous Environment, Pacific Islands Studies, or related field. EXPERIENCE: Five to seven (5-7) years of experience in the private sector and/or academic or government service in environmental policy, science, management, indigenous environment, Pacific Islands studies, or related field. Experience in design and implementation of training symposia. ABIL/KNOW/SKILLS: Knowledge of commonly-used computer software (e.g., MS Word, Excel, PowerPoint). Excellent project management, writing, communication and presentation skills.

SECONDARY QUALIFICATIONS: Knowledge and experience in climate change-related issues. Experience and success in developing partnerships with climate change adaptation stakeholders, such as elected officials, community members, businesses, landowners, emergency services professionals, planners, and cultural practitioners.

INQUIRIES: Leslie Ricketts 956-2865 (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 09/01/2011