Regular, Part/Full-Time (50 - 100% FTE), RCUH Non-Civil Service position with the Pacific Cooperative Studies Unit (PCSU), Oahu Invasive Species Committee (OISC) located on the island of Oahu. 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:** Salary commensurate with qualifications.

**DUTIES:** Works to develop and maintain positive public image for OISC operations. Develops and implements public education and outreach program to raise public awareness about invasive species and generate support for OISC’s efforts to control them. Acts as primary contact for public inquiries. Makes presentations to community and school groups. Obtains and maintains permission to control invasive species on public and private property. Plans and runs volunteer events. Responds to reports of OISC target species from the general public. Works with OISC partners including Hawaii Department of Agriculture (HDOA) to organize joint control efforts.

**PRIMARY QUALIFICATIONS:**

**EDUCATION:** Bachelor’s Degree from an accredited four (4) year college or university. **EXPERIENCE:** One to three (1-3) years of experience in the field of public outreach, environmental education or similar type of position. May be substituted with one to two (1-2) years of related coursework. **ABIL/KNOW/SKILLS:** Knowledge of and/or ability to speak knowledgeably about Hawaiian biota and threats from alien plant and animal invasions in Hawaii. Knowledge of natural and cultural history. Must possess excellent public speaking and writing skills. Excellent organizational, communication and computer skills, including graphic design. Demonstrated ability to communicate clearly and effectively, both orally and in writing, with a wide variety of people. Must possess a valid driver’s license. **PHYSICAL/MEDICAL REQUIREMENTS:** Ability to hike and camp in remote areas and rugged terrain under inclement weather conditions, up to five (5) consecutive days. Able to backpack and lift and carry forty (40) pounds.

**SECONDARY QUALIFICATIONS:** Education in a natural resources management field or previous experience working in natural resources management. Education or experience in education, journalism, marketing or related field. Possesses creative skills and able to produce original types of media. Computer skills in presentation software (e.g. PowerPoint), databases and desktop publishing. Demonstrated ability to work effectively with media personnel regarding priorities and workload. Demonstrated ability to work effectively and accurately with high degree of independence.

**INQUIRIES:** Rachel Neville 266-7994 (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 10/27/2011