

Job Opportunity: Science Communications & Outreach Associate

NMSF/PMNM Science Communications & Outreach Associate – ID# 17052

The Research Corporation of the University of Hawaii - Honolulu, HI Part-time

Regular, Part-Time (50% FTE), RCUH Non-Civil Service position with the National Marine Sanctuary Foundation (NMSF) assigned to the Papahānaumokuākea Marine National Monument (PMNM), located at the National Oceanic and Atmospheric Administration (NOAA) federal facility in Honolulu, Hawai‘i. 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 : \$1,186/Mon. (@ 50% FTE).

DUTIES : Assists the Communications Manager in creating scientifically factual and visually moving content for use in internal and external reporting, media promotions, and outreach and education activities and materials in print, broadcast, digital and online mediums. Reviews, selects and edits imagery (stills and video) for use by co-managers, partners, constituents, the general public, the media, and others as directed, for use in various outreach efforts and products, including reports, campaigns, articles, films, website, social media outlets, and b-roll for media. Examines web and social media statistics to monitor and evaluate the reach of media and public outreach and campaigns and research alternate and innovative ideas for spreading messages.

PRIMARY QUALIFICATIONS: EDUCATION/TRAINING : Bachelor’s Degree from an accredited four (4) year college or university in Marine Science, Natural Resource Management, Communication, Media, Journalism, Marketing, or related field. **EXPERIENCE** : One to two (1-2) years of experience in media, communications, journalism and/or natural resource management/science field. One to two (1-2) years of experience in writing, video editing, web applications and social media. **ABIL/KNOW/SKILLS** : Knowledge of Hawaiian marine habitats, species and culture. Knowledge of endemic, endangered, threatened and new species in the Hawaiian Archipelago. Knowledge of marine protected areas and marine resources management. Knowledge of writing style guides such as AP, AMA, Chicago Manual of Style. Excellent written and oral communications skills, including writing, editing and proofreading. Impeccable writing skills, with superb attention to detail for style, grammar and punctuation (preferably AP style). Video editing skills using Movie Maker, Adobe Premiere Pro or Final Cut Pro. Aesthetic eye, able to choose quality select shots for editing. Excellent organization skills for cataloging and recording clips. Ability to properly identify fish, invertebrates, coral, algae and other species from photo and video images. Skill in web and social media analytics and communications campaign evaluation. Post Offer/Employment Condition : Must be able to pass a post offer criminal background check. (As necessary based on work location or other job requirements) employees may be required to meet the US Department of Commerce (DOC), National Oceanic and Atmospheric Administration (NOAA) security requirements for working in a federal facility which includes being fingerprinted and having a federal background check performed. **PHYSICAL/MEDICAL REQUIREMENTS** : Must be able to lift up to fifty (50) pounds to assist with transporting equipment and gear. **POLICY AND/OR REGULATORY**

REQUIREMENTS : As a condition of employment, employee will be subject to all applicable RCUH policies and procedures and, as applicable, subject to University of Hawai'i's and/or business entity's policies and procedures. Violation of RCUH's, UH's, or business entity's policies and/or procedures or applicable State or Federal laws and/or regulations may lead to disciplinary action (including, but not limited to possible termination of employment, personal fines, civil and/or criminal penalties, etc.).

SECONDARY QUALIFICATIONS : Knowledge of the Northwestern Hawaiian Islands and Papahānaumokuākea Marine National Monument. Knowledge of marine management practices and challenges related to marine protected areas. Familiarity with NOAA Office of National Marine Sanctuaries, NOAA Fisheries, U.S. Fish & Wildlife Service, and other Federal and State agencies and conservation organizations within the State of Hawai'i.

INQUIRIES : Moani Pai 933-8191 (Oahu).

APPLICATION REQUIREMENTS : Please go to www.rcuh.com and click on "Job Postings." You must submit the following documents online to be considered for the position: 1) Cover Letter, 2) Resume, 3) Salary History, 4) Supervisory References, 5) Copy of Degree(s)/Transcript(s)/Certificate(s). All online applications must be submitted/received by the closing date (11:59 P.M.Hawai'i Standard Time/RCUH receipt time) as stated on the job posting. If you do not have access to our system and the closing date is imminent, you may send additional documents to rcuh_employment@rcuh.com. If you have questions on the application process and/or need assistance, please call [\(808\)956-8344](tel:(808)956-8344) or [\(808\)956-0872](tel:(808)956-0872).

RCUH's mission is to support the research and training programs of the University of Hawai'i and to enhance research, development, and training generally in Hawai'i.

Equal Opportunities Employer – Minorities/Women/Disability/Veteran.

Deadline to apply: February 8, 2017