



**NATIONAL MARINE SANCTUARY FOUNDATION
Education and Native Hawaiian Outreach Associate
JOB ANNOUNCEMENT**

Location: Mokupāpapa Discovery Center, Hilo Hawai'i
Reports to: Hawai'i Director
On-Site: Mokupāpapa Discovery Center Co-Manager
Coordinator

The National Marine Sanctuary Foundation (Foundation) – a private, non-profit organization dedicated to strengthening and promoting U.S. national marine sanctuaries and marine monuments – is seeking an Education and Native Hawaiian Outreach Associate who will work at the Mokupāpapa Discovery Center (MDC) to plan, coordinate and facilitate educational activities relevant to the Papahānaumokuākea Marine National Monument (PMNM) on behalf of Monument and the Foundation.

Position Overview

The Education and Native Hawaiian Outreach Associate works collaboratively as part of a multi-agency team. The Education and Native Hawaiian Outreach Associate develops and implements educational programming for the Foundation in support of PMNM, primarily at MDC. The Education and Native Hawaiian Outreach Associate works with government, community, and academic partners to plan, coordinate, and facilitate educational activities, with a special focus on reaching out to and highlighting the Native Hawaiian community, and assists with other PMNM education programs and events.

Responsibilities:

- Works as part of the MDC Education Team to develop and implement education and outreach programs at the Center that highlight the links between Native Hawaiian culture and communities and PMNM;
- Supports the implementation of PMNM education programming at MDC;
- Supports the revision and/or development of PMNM lessons and curriculum, taking into consideration existing culturally and ecologically relevant programming;
- Supports daily operations at MDC, including visitor education;
- Supports scheduling, tracking, evaluation, and reporting of the MDC Native Hawaiian outreach program;
- Acts as a liaison to the native Hawaiian community on Hawai'i Island;



- Assists in training and mentoring volunteers working with the education program;
- Plans, coordinates, and facilitates teacher and student workshops;
- Engages students in place-based, experiential activities like ecosystem restoration as a catalyst for applying lessons from the Monument as described in the Monument Management Plan and other documents, when feasible;
- Collaborates with government, community, and academic groups to support cultural and conservation programs that serve the educational goals of PMNM;
- Participates in the development, planning, and execution of other Monument education programs on behalf of the Foundation as part of the Office of National Marine Sanctuaries PMNM Education Team;
- Communicates effectively with educators and management partners;
- Works independently as well as in teams to accomplish PMNM objectives;
- Assist with MDC exhibit creation, improvement, and preservation as well as content updates, particularly as they relate to Native Hawaiian language, history and culture;
- Works effectively within competing and time-sensitive deadlines; and
- With a spirit of flexibility and mutual team support, undertakes tasks as needed and assigned for overall team success.

Qualifications:

- Bachelor's Degree from an accredited four (4) year college or university in Education, Teaching, Hawaiian Studies, Biology, Communications, or related field;
- Demonstrated aptitude and in-depth knowledge of the Native Hawaiian cultural experience;
- Three to five (3-5) years of experience in formal or informal education;
- Experience in conducting workshops, evaluating education programs, and working in communities with diverse cultural and/or socioeconomic backgrounds;
- Experience in developing curricula;
- Broad knowledge of Hawaii's marine environment, flora and fauna;
- Knowledge of the natural history of the Hawaiian Archipelago, including the Northwestern Hawaiian Islands;
- Broad knowledge and experience of Hawaiian culture and history;
- Able to attend to details, effectively prioritize a variety of competing tasks under strict timelines, and meet multiple deadlines and approval processes;
- Able to use good judgment, take initiative, and make recommendations to solve problems;
- Excellent written and oral communications skills;



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- Able to work on a variety of projects in tandem with other program staff and management partners;
- Can work collaboratively with a team or independently; and
- Familiarity working with the government and non-government organizations.

Reporting: The position will be based in the Mokupāpapa Discovery Center in Hilo, Hawai‘i. The Education and Native Hawaiian Outreach Associate will coordinate day-to-day activities with the Discovery Center Co-Manager and other Education staff at the center and will report to the Hawai‘i Director.

Compensation and Benefits: Hourly Wage \$17.00 to \$18.00 with benefits. The Foundation offers a competitive benefits package that includes health and dental insurance, life insurance, and a retirement savings plan.

Start Date: As soon as possible

To apply: Applications should include a cover letter, résumé, list of references, and three writing samples to Applicants@marinesanctuary.org. Please be sure to put “Education and Native Hawaiian Outreach Associate” in the subject line. Applications received prior to March 30, 2018 will be given priority consideration. No phone calls please.

The Foundation is an equal opportunity employer and actively works to ensure fair and equal treatment of its employees.

About the National Marine Sanctuary Foundation (Foundation): The Foundation connects people to the underwater places that define the American ocean—national marine sanctuaries. The Foundation is the private, non-profit partner to the federally managed National Marine Sanctuary System. The Foundation is dedicated to protecting and supporting national marine sanctuaries through advocacy, education, public awareness, and conservation. For more information, visit www.marinesanctuary.org.