



Job Description

Job Title: Natural Resources Associate	Reports to: Natural Assets & Operations Director
FLSA Status: Non-Exempt	Aligned Executive: Preident & CEO
Kipuka: Kona	Department: 'Āina

Job Purpose

The purpose of the Natural Resources Associate is to assist and lead natural and cultural resources stewardship efforts for Lili'uokalani Trust's (LT) land assets. The Natural Resources Associate executes duties according to Annual Work Plans, Archaeological Plans, and helps support routine maintenance of facilities, grounds, and infrastructure when needed. This position also assists with cultural sustainability and landscaping aspects of LT's large-scale real estate development projects. The efforts of the Natural Resources Associate will restore, protect, and preserve the health of all ecological environments adding value to LT's real estate properties.

Essential Responsibilities

- Develops and implements place-based methods for removing and controlling invasive plant and fish species by hand, chemical, and mechanical means.
- Assists beneficiary, student, and community conservation programs.
- Responsible for outplanting native plants in all ecological zones.
- Monitors various ecosystems using fisheries surveys, intertidal surveys, anchialine pool surveys, and water quality surveys.
- Develops and implements place-based methods for removing and controlling rodents and ungulates.
- Maintains and restores archaeological sites per Archaeological Plans.
- Administrates and leads select contracted projects.
- In collaboration with maintenance team, performs repairs and maintenance for all Keahuolū facilities, infrastructure, equipment, and tools, when needed.
- Assists with plant nursery operations. Cares for green waste and composting soil piles. Responsible for chipping of cut vegetation.
- Provides outreach to schools and other aligned agencies and organizations when necessary.

Other duties:

Provides input in regards to Natural and Cultural Resources Management planning and approaches. Provides support for on-the-ground real-estate development needs. Assists in event set-up and break-down and other program needs.

Contributes to the Trust's success by accepting new assignments, helping team members, learning new skills, and striving to improve team and organization results.

Qualifications

A High School diploma with at least 5 years of field experience in resource management, forestry, conservation, landscaping, and/or maintenance. Technical knowledge includes knowing common native and non-native plant and animal species of Hawai'i. Experience in operating a backhoe, excavator, bulldozer, and other various heavy equipment preferred. Experience in safely operating an aquatic trash pump, chain saw, weed eater, blower, and other mechanical equipment and hand tools. Experience with Word, Powerpoint, and Excel is preferred. Experience with Geographic Information Systems (GIS) and biological surveys is also preferred.

Job Competencies

Willingness to learn and be trained with various equipment, survey methods, and instruments. Ability to problem solve in the field. Able to work well with and mentor youth. Able to work independently and in group settings. Ability to communicate to co-workers and the public. Accountable and responsible.

Organization Competencies

- **Alignment with Queen's legacy:** Understanding and appreciation of Queen Lili'uokalani's story, her legacy and the Hawaiian Culture is foundational to staff's commitment to working with our Hawaiian children, families, and communities. Demonstrates respect for and appreciation of Hawaiian values history, and culture, understanding its implication in one's work, in fostering meaningful relationships, and in embracing the community served.
- **Ho'omau i ka 'imi Na'auao (Continuous Learning and Improvement):** Committed to creating and reinforcing an environment of continuous learning and improvement.
- **Ho'ike i na Mana'o Pono (Effective Communication):** Communicates with those we serve and each other in a consistent manner that results in mutual understanding, harmony, and action.
- **No'ono'o loi (Critical Thinking and Problem Solving):** Actively and skillfully understands, conceptualizes, applies, analyzes, synthesizes, and/or evaluates information and develops and supports fact-based analyses and recommendations
- **Ho'o kumu a'e or 'Imi hakuhia (Innovation):** Identifies and integrates creative ideas into new or existing services and promotes effective problem-solving.
- **Pilina Ho'ohana a me ka Hana Hilina'i (Building Relationships and Creating Trust):** Manages relationships to create optimal opportunities and move the organization forward.
- **Alu Like I ka Hana (Teamwork):** Works cooperatively and collaboratively with others throughout the organization in alignment with the organization's objectives.
- **Ho'onui I ka 'Ike (Capacity Building):** Encourages personal growth by exhibiting trust and a belief in the capacity of others.

Mental and Physical Demands:

Ability to lift 25+ pounds. Requires being outdoors in the sun and/or rain for extended periods of time. Ability to swim and work on uneven surfaces. Ability to work weekends when needed.

Terms and Conditions of Employment

As a condition of employment, employee will be subject to LT's policies and procedures.