

**Mālama Learning Center
POSITION DESCRIPTION**

Job Title: **Ola Nā Kini Summer Intern**
Position Type: Part-time Summer 2021 (8 weeks total)
Pay Rate: \$12/hour
Work Location: Various locations primarily in Leeward/West O’ahu

I. Summary of Position

The Ola Nā Kini (ONK) Summer Intern will be engaged in a variety of activities in line with the mission of the Mālama Learning Center (MLC) – to teach and inspire communities to create healthy living environments. Summer 2021 activities will focus on MLC’s Ola Nā Kini program, which involves growing native Hawaiian plants in two nurseries and maintenance and preparation of restoration sites and gardens in the Pālehua, Nānākuli, Wai’anae, and Kunia areas. Tool, equipment, and vehicle maintenance will also be responsibilities of the intern. The intern will work with staff and community volunteers under safe conditions necessary to protect against injury and the threat of COVID-19.

The part-time position will generally be 3 days a week. Work day hours are 7:30 am to 3:30 pm with a 30 minute lunch/rest break. There may be occasional activities on Saturdays. The schedule will allow for an average of 20 hours a week for 8 weeks total, the pay rate is \$12/hour. The internship start and end dates are negotiable.

The ONK Summer Intern will report directly to MLC’s Stewardship and Science Coordinator and will work closely with other members of MLC’s team.

II. Essential Job Functions

The ONK Intern will:

- Assist in critical stewardship activities such as invasive species removal and native forest restoration at dryland forest and coastal restoration sites at Pālehua, Nānākuli, and Wai’anae as well as Awawalei garden in Kunia.
- Propagate native Hawaiian and culturally significant plants in plant nurseries and Kapolei and Pālehua and provide nursery maintenance such as pest control and checking irrigation systems.
- Collect data on experimental plantings and erosion control efforts.
- Facilitate scheduled volunteer workdays at Nānākuli wetland, Pālehua dry forest, Wai’anae kīpuka, and Awawalei in Kunia.
- Through book, online, and oral history research, add to MLC’s mo’olelo repository that is used for outreach and education about places we conserve.
- Perform other duties as assigned.

III. Qualifications

Key Competencies

- verbal and written communication skills
- problem assessment and solving
- decision making
- planning and organizing
- work and time management
- creativity
- integrity
- adaptability
- reliability/trustworthiness
- teamwork and collaboration
- initiative
- social/people skills

Requirements

- Ability to do physical labor outdoors in hot and dry areas, including hiking and carrying heavy objects (up to 50 pounds).
- Ability to work safely with sharp hand tools and weedwhacker (if allowed).
- Daily access to mobile phone and internet for communication.
- Ability to use a computer and Google Docs for writing and data management.
- Access to reliable personal vehicle for transportation to work and to and from sites, if needed.

