

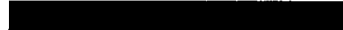


**Work Experience**

**Education Program Manager, Kealapono**

**December 2016 – Present**

Kamehameha Schools, Hilo, HI  
 Supervisor: Michelle Medeiros, Director



Participates in planning, design and implementation of products associated with educational improvement and innovation. Works closely with partners external to KS (e.g., DOE and national professional organizations).

**Project Planning**

- Contributes to project planning discussions to establish project objectives, scope, risk mitigation, high-level timelines, cost-benefit analysis, project milestones, and detailed work plans.
- Reviews and gives input on drafts of various project planning documents (e.g. charter, work plan, etc.).

**Product Design/Testing**

- Collaborates with other Training Team members contributes to product design discussions and takes ownership of milestones/tasks that establish org-wide processes, training modules and training resources for student learning and educator performance standards development and assessment.
- Designs products that are aligned with the division's partner base, while working collaboratively to identify and mitigate risks.
- Collects and provides access to necessary resources needed for design and/or implementation.
- Designs products that are assessable.
- Identifies risks associated with product design that are not fully within the project's control, but are important to success with becoming a standards-based system.
- Attempts to mitigate identified risks by proactively identifying problems and critically evaluating solution pathways.
- Utilizes appropriate channels (i.e., design and training teams, KS leadership, Community Education and Strategy & Innovation divisions) to review, evaluate and decide on design change requests.
- Identifies appropriate products for testing and utilizes effective and efficient testing and evaluation methods.
- Participates in testing of the products through development and execution of team-self review, peer review and live trials with educators.
- Plans, executes, and reports evaluations of products and processes.

**Training and Facilitation**

- Provides training on various educational standards products (e.g. process, resources) utilizing appropriate resources, methods and technology.
- Facilitates project team discussions and teacher large and small group discussion to produce various deliverables.
- Appropriately addresses questions and/or concerns voiced by training participants.

**Communication**

- Delivers ongoing updates regarding development of project plans, development and implementation of training modules and the achievement of milestones to various internal and external stakeholders.
- Collects and addresses questions and feedback from these stakeholders.
- Communicates items that are out-of-project-scope, but are important to the success of student learning and professional performance standards.
- Facilitates and runs meetings, documents results, tracks issues, and ensures resolution.
- Works to build and manage client relationships.

**Education Officer, Kauhale Kipaipai (PAI)  
2016**

**December 2013 – December**

Kamehameha Schools, Hilo, HI

Supervisor: Ku'ulei Makua, Program Manager

[REDACTED]

- Under the direction of the manager, utilizes current, research-based, indigenously Hawaiian 'best practices' to facilitate teacher and school leader development, curriculum creation and alignment, instructional strategies, standards and benchmarks, and assessment implementation, and general school operations.
- Provides support for all functions and duties of the program including planning, professional development, operations, and reporting. Works to coordinate KS initiatives in schools (e.g D.O.E., charter schools, HAIS, U.H.) to support Hawaii's public education. Attends and presents at conferences, reviews current literature, and regularly reports to PAI department current educational trends concerning elementary, middle, high school and post-high issues.
- Utilizes current, research-based, indigenously Hawaiian educational strategies to impact teacher and school leader development, curriculum creation and alignment, instructional strategies, standards and benchmarks, and assessment implementation, and general school operations.
- Works to coordinate KS initiatives in schools (e.g D.O.E., charter schools, HAIS, U.H.) to support Hawaii's public education.
- Reports to the manager and provides support for all functions and duties of the program including planning, professional development, operations, evaluation, and reporting.
- Supports department and division staff in the development, implementation and evaluation of department products, programs, and services.
- Attends and presents at conferences/workshops/conventions and supports strategic changes initiatives for the department and division.

**Land Legacy Education Specialist Aina Ulu Program, Hawaii Island**

Kamehameha Schools, Hilo, HI

September 2010 –December 2013

Supervisor: Neil Hannahs, Director

[REDACTED]

- Responsible for the development and management of Aina-based educational programs and collaborations for KS agriculture and conservation land portfolio 360,000 acres. Worked with KS land asset managers, KS teachers, KS staff and program providers, community program providers, and community groups to design, plan, develop, enhance and modify aina-based educational activities to increase asset value, provide appropriate stewardship of KS natural resources, and offer positive experiences to achieve KS' mission.
- Responsible for program development and management of First Nations' Futures Program, KS working in partnership with other First Nations institutions Te Rūnanga o Ngāi Tahu (Aotearoa – New Zealand), Ngati Tuwharetoa, Ngati Rauru. The partnership includes a university consortium with Stanford University, University of Canterbury, and University of Alaska-Anchorage. The program establishes a world class fellowship program focused on building First Nations' capacity through developing values based leadership and more integrated solutions for managing First Nation's assets / resources.
- Provided strategic and tactical direction for integration of educational activities and returns with other land asset management activities. Conduct

research and benchmarking to identify and analyze aina-based education peer programs and industry practices.

- Responsible for site assessment and program development, which included the development of regional and thematic plans to assess and prioritize the alignment, availability, need and potential of educational programs.
- Responsible for implementation of Aina Ulu programs. Developed program budgets, decision metrics, guidelines, performance measures, assessment tools, outcomes and success factors. Negotiated, executed and administered agreements and contracts with various parties and consultants to achieve management goals.
- Financial Management, Monitoring and Reporting. Managed, monitored and reported on a financial portfolio of \$1.7 million. This included annual budgeting, operating statements, periodic variance analysis, periodic standard reports, performance reviews, cost control and risk management program, expenditures and returns for community programs, statistical analysis, quarterly and annual activities reports, and balanced scorecard.

#### **Program Coordinator**

##### **Kīpuka Native Hawaiian Student Center**

University of Hawaii at Hilo, Hilo, HI

Supervisor: Gail Makuakane-Lundin

January 2007 – September 2010

[REDACTED]

- Coordinate high-quality and culturally relevant support program for Native Hawaiian students, that include; advising, personal career planning, financial aid counseling, tutoring and teaching.
- Monitor the academic performance of students,
- Supervise program specialist, hire, train and supervise peer mentors, a highly motivated team of 7-10 individuals.
- Coordinate Hawaiian cultural workshops and provide cultural development workshops on campus for Native Hawaiian students, faculty and staff and off-campus for Native Hawaiian community.
- Assist the Associate Director of the Kipuka Native Hawaiian Student Center with faculty and staff professional development activities.

#### **Research and Academic Support Specialist**

##### **Kipuka Native Hawaiian Student Center**

University of Hawaii at Hilo, Hilo, HI

March 2005 – January 2007

[REDACTED]

- Assist the Associate Director/Academic Program Coordinator and faculty development a comprehensive service-learning program in collaboration with Native Hawaiian communities.
- Conducts research using qualitative and quantitative methodologies to assess student academic performance in new and revised courses and maintains files, records, and database system of student assessment information.
- Identify appropriate resources for faculty in their development of new and revised courses with a Hawaiian worldview.

[REDACTED]

- Attend relevant workshops on service learning, cultural studies, and other related professional development training.
- Plans and assists in organizing activities that expose students to Hawaiian language, culture and community.

**Park Ranger (G-4)**

Hawaii Volcanoes National Park, Volcano, HI

Supervisor: Kupono McDaniel

June 2004 – March 2005



- Developed and implement interpretive thematic interpretive talks for Park visitors.  
Implemented guided ranger hiking tours and educational programs.
- Provided cultural education consultation for the Park and assist with developing culturally appropriate practices.
- Worked with Resource management personnel regarding cultural and natural resource management practices at the park.  
Assisted and implemented interpretive plan of cultural resource areas in the park.

**Education**

University of Hawaii at Manoa, Honolulu, HI

Hawaiian Studies

Master of Arts Degree (M.A.)



Chaminade University, Honolulu, HI

Education

Master's Degree in Education (M.Ed.)



University of Hawaii at Manoa, Honolulu, HI

Hawaiian Studies (Historical Perspectives)

Bachelor of Arts Degree (B.A.)



**Teaching Experience**

Kamehameha Schools Hilo, Hawaii

**[Ho'okele Leadership Training Workshops] 2014- Present**

[Developed Training modules and curriculum for K-12 Administrators (Complex area superintendents, principals, vice principals and teacher leaders), developed rubric and metrics for observation and curriculum development.]

Kamehameha Schools Hilo, Hawaii

**[Kahua Teacher Induction and Mentoring Training Workshops] 2014- Present**

[Developed Training modules for K-12 teachers, conducted pre-observation and post-observation meetings, conducted classroom observations, developed rubric and metrics for observation and curriculum development.]

Kamehameha Schools Hilo, Hawaii

**[Moenuhā Curriculum Framework Training Workshops] 2013- Present**

[Developed Training modules for K-Post High, conducted pre-observation and post-observation meetings, conducted classroom observations, developed rubric and metrics for observation and curriculum development.]

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Kanoe Wilson



University of Hawaii at Hilo, Hilo, Hawaii

[Lecturer – “University 101: Pathways to Academic and Lifelong Success”] Fall 2007, 2008, 2009, 2010

[Developed syllabus and overall course structure, and administered all grades.]

[Lecturer – “IS 294 (Interdisciplinary Studies): Hawaiian Leadership Protocol”] Spring 2008

[Developed syllabus and overall course structure, and administered all grades.]

[Teaching Assistant – Dr. Kalani Makekai-Whittaker “Ola Na Iwi Summer Hawaiian Language Institute”] 2006-2007

[Collaborated on curriculum, planned logistics, met with students upon request and during class period, assisted with lesson planning, and assisted with grading work.]

**Publications/Presentations/Research**

**“Increasing Student Engagement through Indigenous Educational models and strategies”**

[Presenter at the 2017 World Indigenous Peoples' Conference on Education, Toronto, CAN]

July 2017

**“He kumu ka 'āina, he haumana ke kānaka (The land is the teacher, the people are the students.) Engaging students through culture-based curriculum.”**

[Presenter at the 2014 World Indigenous Peoples' Conference on Education, Honolulu, HI]

May 2014

2014

**“Connecting Environmental Education Research with Practice”**

[Presenter at the 2nd Annual Hawaii Environmental Education Symposium, Honolulu, HI]

July 2013

2013

**Advancing API & Native Hawaiian Women as Leaders – Partnerships for Lifelong Empowerment, Inspiration & Sustenance”**

[Paper presented to the NASPA 2009 Annual Conference, Seattle, WA]

Spring 2009

2009

**“Kīpuka: A Model of Empowering Indigenous Student Success in Higher Education”**

[Paper presented to the 2008 World Indigenous People Conference on Education, Darwin, Australia]

Spring 2008

2008

**“Kīpuka: A Model of Empowering Native Hawaiian Student Success in Higher Education”**

[Paper presented at the 2007 Annual Native Hawaiian Education Association Conference, Honolulu, HI]

Spring 2007

2007

**Languages**

Hawaiian – Native Language (Proficient and fluent)

English – Native Language (Proficient and fluent)

**Awards**

First Nations Futures Fellowship, Kamehameha Schools

2009 – 2010

President's Emerging Leaders, University of Hawaii System

**Membership**

2009 – 2010

Student Equity Excellence and Diversity Grant, University of Hawaii

North American Association for Environmental Education

Hawaii Environmental Educators Alliance (Executive Board Member)

Native Hawaiian Education Association

First Nations' Futures Fellowship Network

Golden Key National Honor Society

Huliauapa'a (Advisory Board Member)

Noho Papa (Consultant)

Na Maka o Papahanaumokuakea (Advisory Board Member)

2007 – 2008

**Boards &**

**Commissions**

University of Hawaii at Hilo Hanakahi Executive Board - 2005-2010

University of Hawaii Puko'a Executive Council – 2007-2010

Ka 'Umeke Ka'eo Public Charter School Board, Parent Representative – 2009-2010

Ka 'Umeke Ka'eo Public Charter School Board, Board Chair – 2010-2011

Hawaii Environmental Educators Alliance Executive Board – 2013-2015

County of Hawaii Water Board member District 5 representative – Confirmed

December 2015 Term to expire 12/31/2018

State of Hawaii Legacy Land Conservation Commissioner – Confirmed 3/11/2016

term to expire 6/30/2018

**References**

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]