

WORK EXPERIENCE:

O`AHU PLANT EXTINCTION TECHNICIAN (Part-time 25% FTE).....May 2011 to October 2013

Pacific Cooperative Studies Unit Plant Extinction Prevention Program
In accordance with applicable Federal and State regulations and laws, assist the Coordinator with managing species that have fewer than 50 wild plants remaining by monitoring, surveying, collecting propagules, and pollinating. Management actions include weed control (manual and chemical), outplanting, fence building, and controlling invertebrate and vertebrate pests. Assist with scheduling, planning, logistics, and documenting field work. Work with government and private partners as endangered plants are on lands controlled by the Hawai'i Department of Land and Natural Resources, U.S. Army, and private owners. Work with personnel from State Division of Forestry and Wildlife, U.S. Army, Lyon Arboretum, watershed partnership staff, rare plant nurseries, botanical gardens, seed storage facilities, and micro-propagation facilities. Also work with volunteers.

ADMINISTRATIVE ASSISTANT.....May 2010 to present
Akea Farms

P.O. Box 27, Kunia, HI 96759
Assist with bills, input sales data, generate reports and filing.

PRESERVE MANAGER.....September 2006 to May 2009

The Nature Conservancy, O`ahu Program
942 Nu`uanu Avenue, Honolulu, HI 96817
Hiked an average of 5 miles carrying 45+ pounds to protect rare and endangered species. Conducted fence construction and maintenance, ungulate and small mammal control, weed control, common, rare and endangered plant plantings, rare and endangered animal and plant monitoring, and trail maintenance. Worked with partnering Federal, State, and private agencies, as well as the landowner and local community to conduct management activities. Familiar with driving 4WD vehicles off-road and helicopters Hughes 500, Long Ranger & Jet Ranger, which were contracted to fly personnel, gear and supplies to remote management sites. Familiar with hooking up sling loads. Worked with the local fire departments to coordinate fire prevention management and conducted fire suppression during fires within the Preserve. Provided researchers with logistical support and assisted as needed. Analyzed and managed the operating budget. Wrote RFP for projects, managed Federal, State, and County grants and wrote reports (e.g. LIP, WHIP, BWS, Forest Stewardship). Purchased supplies and equipment as needed for operations. Assisted with growing rare and endangered plants in greenhouse, as well as field monitoring, surveying, and collections with partner agencies O`ahu Plant Extinction Prevention Program and O`ahu Army Natural Resources. Additionally, continued to do some of the duties in previous Outreach

Coordinator position. Worked an average of 40 hours weekly although “full-time” was 35 hours per week. Supervisor contact Jason Sumiye, Science Manager, 808-537-4508.

OUTREACH COORDINATOR.....December 2003 to October 2006

The Nature Conservancy, O`ahu Program
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Developed and modified outreach plans for O`ahu Program. Identified key stakeholders and built relationships with them through face-to-face meetings, training activities, and hikes. Proactively approached stakeholders to discuss areas of potential controversy. Engaged community members and stakeholders in activities related to management of Honouliuli Preserve and other natural areas in the Wai`anae mountains. Produced community outreach materials (e.g. volunteer newsletters, flyers, slide shows, PowerPoint presentations, and displays). Represented and spoke on behalf of The Nature Conservancy in public venues, including the media. Provided oversight for Service Learning and Project Stewardship. Responsible for program planning, budgeting, and grant obligations. Trained and supervised interns and volunteers, including scheduling, planning, logistics, and documenting day-to-day field work. Conduct teacher training, administer evaluation tools, produce an annual evaluation report, and revised the program annually based on evaluations and other recommendations. Oversaw the docent program. Conducted new and advanced docent training sessions. Accurately tracked data on the volunteer programs. Led interpretive hikes and work trips. Worked with the local community through the Service Learning and Project Stewardship programs. Through hands-on experiences, students learned about resource management, restoration techniques and challenges, watershed, human impacts, developed skills in science, and learned about Hawaiian culture. Recruited volunteers and interns for various positions as needed. Managed a volunteer database in Access. Wrote grant proposals and reports. Assisted in fund-raising activities with potential donors. Responded to public inquiries related to the O`ahu Program. Created PowerPoint shows, displays, brochures, and newsletters used for educational purposes at fairs and outreach events. Assisted field staff when needed. Used MS Office, graphic software programs (e.g. Photo Shop, PageMaker) and able to type 50 words per minute accurately. Worked an average of 40 hours weekly although “full-time” was 35 hours per week. Supervisor, Pauline Sato. Unable to contact because she is no longer with The Nature Conservancy. Contact Jan Eber, Human Resources, 537-4508.

ADMINISTRATIVE OPERATIONS ASSISTANT; OUTREACH VOLUNTEER ASSISTANT; FIELD SPECIALIST.....February 1997 to November 2003

The Nature Conservancy, Moloka`i Program

Started as the Administrative Operations Assistant, which evolved into the Field Specialist as staffing changed, program needs evolved and more field experience gained. Assisted in the office and field. *Office tasks included:* Input 4 years of monitoring data into a database system. Created displays, brochures and newsletters used for educational purposes at fairs and outreach events. Edited and provided input in the Operation Plans and reports. Maintained volunteer database

in Excel. *Field tasks included:* Worked with the local community (e.g. hunters, students, youths, and adults) through various volunteer activities, including weed control using chain saws and digging and cutting tools and applying herbicides; ungulate and small mammal control; and monitoring. Trained new docents so they could lead monthly Preserve hikes. Led ungulate and weed monitoring and trail maintenance teams. Camp site leader in a remote location (Pelekunu Valley) for up to a week, working with and supervising hunters and trail clearing volunteers. Assisted with helicopter operations. Assisted with logistics and mop up during the August 1997 fire. Assisted with building the Kamalo – Kapualei fence. Occasionally assisted scientists during rare plant monitoring and other research projects. Created maps using ArcView from GPS data gathered in the field. Installed and mapped transects with volunteers using maps, compasses, and GPS. Worked an average of 40 hours weekly although “full-time” was 35 hours per week. Supervisor, Kathy Tachibana. Unable to contact because she is no longer with The Nature Conservancy. Contact Jan Eber, Human Resources, 537-4508.

HOA`AINA INTERN.....June 1996 to July 1996

The Nature Conservancy of Hawai`i

Removed blackberry on Mt. Ka`ala. Removed rose bush, strawberry guava and other weeds on Moloka`i. Removed Mexican pine, *Tibuchina*, and explored Pu`u Kukui. Worked on taro farms (lo`is), cleared weeds, created and prepared the lo`i for planting. Built composting sifters and bins at Hoa`aina O Makaha. Identified and learned about native plants and animals on various hikes through guest speakers who are experts in their field. Gained a deeper understanding of the Hawaiian culture and community through working in the lo`is, navigating on A`ala, going on interpretive hikes, and creating arts and crafts. Attended the Conservation Conference at Ala Moana Hotel. Gave a presentation (September 1996) to fourth graders at Ka`ala Elementary.

STUDENT AIDE.....Summer 1992 to December 1996

City & County of Honolulu, Department of Parks and Recreation

Worked on creating Sports & Recreation Leisure guide booklets using Dbase III to record contracts and phone numbers. Created and compiled folders for Summer Food Service Program, keeping an accurate record of lunches delivered, served leftover and ineligible for 23 different school sites. Assisted in many City & County computer projects requiring knowledge in using Dbase III, Dbase IV, Lotus 2.3 and 3.1. Developed interpersonal public relations through receiving calls from inquiring public.

STUDENT RESEARCH ASSISTANT.....Summer 1993

Dr. John Stimson, Professor, University of Hawai`i

Assisted in maintaining an ongoing graduate research project in the Zoology Department. Surveyed coral reefs and gathered data, which involved snorkeling. Mixed solutions for coral and algae experiments. Constructed cages and wire slates for reef experiments. Gathered, compiled, logged and graphed coral data using Lotus.

VOLUNTEER EXPERIENCE:

SEED SORTING.....October 2009 to June 2010
Assisting Jan Pali at O`ahu Army Natural Resources with sorting rare and endangered seeds; transferring and cleaning seeds to new sterile petrie dishes for germination.

CLASS PROJCT RESEARCH ASSISTANT.....November 1996
Assisted Graduate student (Susan Cordell) who executed a comparative age-gradient study on an `Ohi`a forest in nutrient-enriched (phosphorous and nitrogen) and control plots. Class project involved soldering diodes to wires of different lengths, which were used to measure light intensity though the `Ohi`a canopy in nutrient-enriched and control plots at Hawai`i Volcanoes National Park, near Thurston Lava Tube. Attached “built” diodes to PVC pipe that were secured to scaffolding towers at 10m, 20m, 30m, 40m, and 50m.

LYON ARBORETUM ASSISTANT.....September to December 1996
Greg Koob, Lyon Arboretum
Assisted in micropropagation of introduced and native plants within a sterile environment. Learned how to replant shoots, clean “contaminated” seeds and different nutrient-enriched mediums.

RESEARCH ASSISTANT.....August to December 1996
Assisted Graduate student (Mandy Heddle) with research on native moths (*Lepidoptera*) in rainforests on O`ahu and Moloka`i. Learned about morphology, various field techniques, life cycles, and how to preserve and mount specimens at Bishop Museum.

BANDING BIRDS.....July to December 1996
Assisted Graduate student (Eric VanderWerf & Joby Rohrer), under the direction of Dr. Leonard Freed, with setting up mist-nets to catch both native and non-native birds. Banded, took blood samples, and recorded data (wing and tail measurements, brood patch, etc.) for non-native birds at Lyon Arboretum. Used recording and playback techniques to capture `elepaio.

ENVIRONMENTAL PRACTICUM.....August to December 1995
Ann Hudgins, U.S. Department of the Interior, U.S. Fish & Wildlife, Sponsor
Gathered information on James Campbell National Wildlife Refuge (JCNWR) for a teacher and created an educational student wetlands booklet. Interviewed the JCNWR staff, teachers who have had past field trips to JCNWR, and researched other educational wetlands brochures.

BEACH & ALGAE CLEAN UPS.....various
Participated with Town & Country Surf Shop at Ala Moana Park and Diamond Head, as well as various clean ups through son’s Cub Scouts.