

**RESUME'**

Pauline Nakoolani Namuo

Updated: November 2021

**AREAS OF EXPERIENCE:**

Teaching \* Research \* General Administration \* Coordinating Special Projects  
Facilitating Meetings \* Developing Public Policy \* Developing Public Relations Programs  
Public Presentations \* Monitoring & Evaluating Grants \* Advocate For Social Programs  
For Women, Minorities and the Poor \*

My career in government spans approximately 32 years: 24 in the State Judiciary and 8 in the Executive Branch. My professional interests include assisting in the field of education, formation of public policy, community involvement in women's leadership organizations and issues, improving public-private partnerships through non-profit organizations, and Hawaiian issues and programs.

**CURRENTLY:**

Substitute Teacher, DOE, various schools, Honolulu, since 2004.  
Experienced in HAS testing procedures; DSI; classroom management, middle and elementary grades; multi-cultural instructional strategies.

Prior long term teaching assignments in Honolulu:

Maemae Elementary (Grades 2 & 4)  
Aliiolani Elementary (Grade 5)  
Lunalilo Elementary (Grade 4)  
Dole Middle (Grades 6, 7, 8: Social Studies, Science, Math, Art)

**PRIOR TO SUBSTITUTE WORK:**

Legislative Researcher:  
Representative Ken Ito, Chair  
Public Safety & Military Affairs Committee  
January 2004 to May 2004

**Consultant:**

Kahoolawe Island Reserve Commission  
From July 2003 to December 2003  
Advised Commission on public information and other outreach plans, policy development issues and stewardship.

**OTHER CAREER HIGHLIGHTS:**

**Deputy Director of Administration**

State of Hawaii, Department of Public Safety

January 1999 to November 2002 (RETIRED)

Responsibilities included: Human Resources, Statistics, Budget, Training, Information Technology, Legislative Services. Budget at this time was over \$140 million with approximately 2,300 employees and eight correctional facilities statewide.

**Legislative Coordinator, Office of the Governor**

January 1995 to December 1998

Responsibilities included: coordinating the Governor's Legislative agenda with all Executive Branch Department Directors, Legislative Leaders, Congressional Delegation members, the State Judiciary, OHA, and County Executives. Advised Governor on matters involving the legislative process; assigned to oversee Special Projects by the Governor. Reported directly to the Governor's Chief of Staff.

**Administrator, State Judiciary, Division of Driver Education & Training**

May 1988 to December 1994

Responsible for administering a comprehensive statewide Court support services program. Developed curriculum, managed a staff of professionals and worked with various community groups such as Mothers Against Drunk Driving (MADD) and others. Developed traffic safety grants; also responsible for legislation for the District Courts statewide.

**Driver Improvement Advisor/Supervisor**

May 1983 to April 1988

Counseled traffic offenders and those convicted for drunk driving regarding safety on the road and the law; instructed traffic education courses; as Supervisor, responsible for training of professional staff.

**Senior Probation Officer**

State of Hawaii, Judiciary, District Court of the First Circuit

May 1978 to April 1983

Duties included supervising other probation officers and social service assistants; prepared pre-sentence reports on and monitored the supervision of serious criminal offenders.

**Other Work Experiences:**

Various positions with the State Judiciary from August 1970 to May 1978.

**COMMUNITY ACTIVITIES & ACKNOWLEDGEMENTS:**

**Current:**

Pelekikena (President)  
Ahahui Kaahumanu, Chapter I, Honolulu

Member, Co-Cathedral of St. Theresa Church in Kalihi

Member, Kalihi-Palama Hawaiian Civic Club

Registered, Hawaiian Registry, OHA

**PAST ORGANIZATIONS:**

2009 American Businesswomen's Association – Punahale Chapter  
Treasurer  
Scholarship Committee Chair

1995 President, YWCA of Oahu, Board of Directors

1994 Vice-President, YWCA of Oahu, Board of Directors  
Chair, Personnel Committee

1993 President, Organization of Women Leaders (OWL)  
Recognized as the Outstanding Woman Leader, Public Sector

1992- Vice-President, Organization of Women Leaders  
1991

1990 President, MDLA (Management, Development & Leadership Academy,  
State of Hawaii)

**EDUCATION:**

Roosevelt High School  
High School Diploma w/Honors

Bachelor of Education Degree  
University of Hawaii at Manoa, College of Education  
Curriculum & Instruction  
Also completed 2yrs. of graduate work.

I am also a Certified DOE Substitute Teacher.