
SUMMARY OF EXPERIENCE

I am a nonprofit leader with nearly 20 years' experience in people, program, and project management. I am also a bilingual (Hawaiian and English) educator with experience in Hawaiian culture- and place-based pedagogy and curriculum. Over my career, I have federal, state, and foundation grants for programs, been responsible for all program and project deliverables, both at the program level and at the division level.

EDUCATION

- **[Present] University of Hawaii at Mānoa (Honolulu, HI):** Master of Arts in Hawaiian Studies (Kamakakūokalani School of Hawaiian Studies).
- **University of Hawaii – West O'ahu (Pearl City, HI):** Bachelor of Arts in Sciences with a Concentration in Hawaiian Pacific Studies
- **Leeward Community College (Pearl City, Hawaii):** Associate of Arts in Liberal Arts

PROFESSIONAL EXPERIENCE

Institute for Native Pacific Education and Culture (INPEACE) | Wai'anae, HI

Chief Program Officer

2019 - Present

- Responsible for the strategic direction of all programming, including Early Learning, Educational Equity and Economic Development.
- Develops strong relationships with foundations, business, and community leaders.
- Supervisory responsibility for 10 director level staff members.
- Ensure open and effective communication with all program directors.
- Provide quarterly reports to the Board of Directors
- Participates in development efforts through grant application and reporting

Institute for Native Pacific Education and Culture (INPEACE) | Wai'anae, HI

Program Director, Kūlia & Ka Lama Education Academy

2017-2019

- Oversee the implementation of the grant requirements and deliverables of the program.
- Interface with all partners to ensure that our relationships help the participants in the educational journeys.
- Provide timely feedback on the progress of the project, and work to resolve operational issues.
- Interface with school principals and as well as the program staff to ensure the best possible outcomes.
- Ensure the budget is adhered to and reconcile any discrepancies.
- Design, plan and implement workshops and cultural activities.
- Ensure the maximum participation of the community, schools, and INPEACE participants in the project.
- Ensure open and effective communication between all parties involved in the project.
- Provide monthly reports on the progress on the project and maintain records on workshop participation.

Institute for Native Pacific Education and Culture (INPEACE) | Wai'anae, HI

Program Manager, Kupu Ola

2010-2017

- Develop and maintain a planning schedule for effective, timely coordination and completion of the project.
- Interface with all material suppliers, consultants, and volunteers as needed and ensure that invoices are submitted and paid out.
- Provide timely feedback on the progress of the project, and work to resolve operational issues.
- Interface with school principals and teachers as well as the program staff to ensure the best possible outdoor classroom outcome.
- Ensure the budget is adhered to and reconcile any discrepancies.
- Design, plan and implement the planting workshops and cultural activities.
- Ensure the maximum participation of the community, schools, and INPEACE participants in the project.

AWARDS/PROFESSIONAL AFFILIATIONS

- Nanaikapono Hawaiian Civic Club President (March 2021-Present)
 - Member since 2018
- Certified Nonprofit Professional (June 2019)
- American Express Leadership Academy Graduate (May 2018)
- Kamehameha Schools, First Nations Futures Program Fellow (June 2016-2017)
- Innovation Engineering, Blue Belt Training (March 2016)
- Ka Papahana 'o Mā'ilikūhāhi (2014-present)
 - Uo Mamo (parent liaison)
- Komike Makua Pūnana Leo o Wai'anae (2010-2014)
 - Pelekikena (president)
- Child and Family Services: Parent Leader Award (2013)