



# KAULUAKALANA

*Navigating Towards a Hopeful Future*

## **‘Āina Education Coordinator**

Status: Full-time, exempt salaried position

Reports To: Executive Director

Work Days: 5 days per week, primarily falling between Monday-Saturday, 7:00am-3:30pm

Work Hours: 40 hours/week

Starting Pay Scale: \$48,000 - \$55,000 per year, commensurate with qualifications and experience

Benefits: Medical, dental, retirement, paid family leave, paid time off, and holiday pay

### **About Kauluakalana**

Kauluakalana is a community-based, non-profit 501(c)(3) organization whose mission is to restore and grow healthy relationships between people and place through the aloha ‘āina (land-loving) practices of retelling our Kailua-specific stories, replanting and eating our ancestral foods, and caring for the sacred sites, lands, and waters of our beloved ahupua‘a of Kailua. We are committed to ‘āina education and restoration for the purposes of cultural revitalization, community regeneration, identity reclamation, and the renewal of kuleana (responsibility) in Kailua, O‘ahu. With a restored Ulupō and Kawainui at its piko, we envision our ahupua‘a of Kailua lashed together by a braid of ‘āina, kanaka, and culture, forming an enduring bond that generates balance and abundance for our community.

### **Position Impact on the Organization**

The **‘Āina Education Coordinator** collaborates with Kauluakalana leadership to increase the number of Kailua and Ko‘olau learners who are studying, practicing and promoting land-based, Hawaiian cultural knowledge, values, and skills at storied places in our ahupua‘a. The ‘Āina Education Coordinator has a deep understanding of pedagogy and immersive instructional strategies to reach a diversity of learners (e.g., pre-K to post-secondary students, teachers, families, community members) and has a passion for developing and nurturing reciprocal kanaka-‘āina relationships. The ‘Āina Education Coordinator leads the development of curricula and programs and manages the implementation of all learning activities – including but not limited to school field trips, recurring visits, youth intersession and summer programs. This position is pivotal in transmitting knowledge and training and supporting staff and interns engaged in Kauluakalana’s educational programming.

The ‘Āina Education Coordinator reports to the Executive Director. This position will be asked to lead educational activities at Kauluakalana’s different ‘āina restoration sites (e.g., Ulupō, Kawainui, Manu), working directly with staff, interns, and learners from keiki to kūpuna. This position will also be asked to travel to schools and other educational settings to offer learning

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# KAULUAKALANA

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experiences, presentations, etc. directly to students, teachers, and community members. Kauluakalana is a small but growing organization, with evolving staff needs. We anticipate the duties and responsibilities described below will evolve as the organization grows.

## **Position Duties & Responsibilities**

The **‘Āina Education Coordinator** is responsible for developing and implementing educational programming, including school field trips, recurring visits, youth intersession and summer programs. The ‘Āina Education Coordinator collaborates on the design of these programs and develops scope and sequences, curricula and activities to immerse and engage learners in reciprocal kanaka-‘āina relationships. The ‘Āina Education Coordinator is accountable for the effective implementation of educational programming, including supporting and training staff and interns working directly with young people, families, and community members, and reporting results to key stakeholders. The ‘Āina Education Coordinator will be asked to coordinate scheduling and activities with the Ulupō Site Coordinator and Operations Coordinator.

Specific duties & responsibilities include:

- Lead development and codification of curriculum, programs, and scope and sequences, including conducting research to inform new curricula and educational activities
- Manage implementation of all educational programming both at Kauluakalana’s ‘āina restoration sites (e.g., Ulupō, Kawainui, Manu) and at schools and other educational settings, always accounting for safety considerations for participants and staff within programming and activities
- Collaborate on program design, including supporting progressively deeper engagement opportunities for youth who repeatedly participate (for example, moving from participant to mentor or intern)
- Lead recruitment and outreach for ‘āina education programs
- Oversee scheduling of education groups / programming, coordinating with the Ulupō Site Coordinator and Operations Coordinator when appropriate
- Supervise educational program staff and interns
- Collaborate on hiring of seasonal staff and interns, including ensuring appropriate background checks as necessary
- Learn Kauluakalana’s ‘āina educational philosophy along with mo‘olelo, mele and land-based practices, and ensure effective transfer of knowledge to staff and interns
- Develop and oversee training for all staff involved in educational programming
- Develop and/or maintain relationships with respected kumu, cultural practitioners and experts from the community to engage as guest speakers and to support the development of new curricula
- Develop and/or strengthen relationships with local schools and partners to promote engagement in Kauluakalana programs – and to develop opportunities for new collaborative programs
- Collaborate on program evaluation and share evidence of effectiveness, particularly for grant reporting

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- Collaborate on education-related grants to seek new funding opportunities for educational activities, including grant writing
- Participate in ‘āina restoration activities alongside Kauluakalana’s ‘āina restoration staff in service of overall mission
- Other duties as assigned

## **Position Requirements/Qualifications**

### Minimum Qualifications

- Comfortable working in a small, dynamic organization with evolving needs and growing staff.
- A bachelor’s degree in education or related field (Hawaiian Studies, Hawaiian Language, etc.);
- At least 3 years’ experience directly teaching youth and/or overseeing educational programming (e.g., in-school, summer, afterschool, intercession);
- Strong knowledge of pedagogy and immersive instructional strategies;
- Passion for decolonial curricula and pedagogies that are focused on building kanaka-‘āina relationships;
- Savvy at developing strong partnerships with schools and community organizations and members;
- A solid foundation of Hawaiian language and cultural practices with a willingness to continue their language and cultural learning;
- Strong work ethic;
- Excellent communication skills, both orally and in writing;
- Able to reliably manage multiple priorities in a dynamic and collaborative outdoor work environment;
- Able to reliably work independently and remotely (from home if needed), be self-motivated and self-directed;
- Desire to collaborate as a critical member of a team, supporting colleagues and jumping in where needed, bringing energy and passion to Kauluakalana;
- Committed to their own education and being a lifelong learner;
- Effective leadership, management and teamwork skills;
- Ability to effectively transmit knowledge and skills to staff through training and coaching; and
- Able to work on ‘āina, in the lo‘i, and in deep water (be able to swim).

### Desirable Qualifications

- A Master’s degree in education or related field (Hawaiian Studies, Hawaiian Language, etc.);
- At least 5 years’ experience directly teaching youth and/or overseeing educational programming (e.g., in-school, summer, afterschool, intercession);
- Experience developing and implementing decolonial curricula and pedagogies that are focused on building kanaka-‘āina relationships;

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- Experience using technology to develop and implement virtual curriculum and/or distance learning programs; and
- High level of Hawaiian language proficiency and cultural experience.

## Conditions of Hire

- All applicants for employment will be subject to a post-conditional offer background check and Test for Tuberculosis (TB)
- All Kauluakalana staff and interns are required to receive and complete a full COVID-19 vaccination protocol.<sup>1</sup>
- Must have a valid driver's license.
- Must be able to remain current on First Aid/CPR and administer as needed (can complete certification during initial weeks of hire if needed).

## **To Apply:**

Please send your resume/curriculum vitae including a list of references with contact information and a cover letter sharing why you are interested in this role and how your experience makes you an ideal candidate for this position (speak directly to position requirements/qualifications). Resumes/CVs and cover letters should be sent to Kaleo Wong at [kaleo@kauluakalana.org](mailto:kaleo@kauluakalana.org).

**Closing Date:** Position will remain open until filled.

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<sup>1</sup> They may provide and Kauluakalana may approve a medical or religious exemption. For those who receive approval of a medical or religious exemption, they must submit weekly negative test results. More information available in Kauluakalana's Employee Handbook.

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