GRADUATE ASSISTANTSHIPS WITHIN TROPICAL CONSERVATION BIOLOGY AND ENVIRONMENTAL SCIENCE (TCBES) AT UH HILO

To Apply:

Submit a cover letter indicating: 1) how you satisfy the minimum and desirable qualifications for this Graduate Assistant position, and 2) which department/classes you feel most highly qualified to instruct or assist. In your application clearly express your skills and abilities in teaching, communicating, and working with others. Currently enrolled students should also submit a curriculum vitae or resume, transcripts, (official transcripts will be required prior to hiring; unofficial transcripts are acceptable for your initial communication), and names/telephone numbers/email addresses of three (3) professional references (note: if you are a student applying to the program we will use what was submitted as part of your application materials). Electronic submissions only, attention to: Mahealani Jones, amyj@hawaii.edu. Priority deadline is 8 December 2016, after which applications will be examined only if all positions are not filled.

Salary Information: Minimum of $14,382 ($1,198.50/mo) plus a tuition waiver 9 Months, 20 hrs/week (salary will be paid over a 12-month period) Appointment to begin approximately August 1, 2017

Duties and Responsibilities

Successful Candidates will be placed in one of a variety of academic departments in either College of Arts and Sciences (CAS) or College of Agriculture, Forestry, and Natural Resource Management (CAFNRM) under the direct supervision of the Graduate Assistant Coordinator of the TCBES program assigned to the specific department under which the candidate will be functioning. Duties may include the following:

Teach or assist programs in the department to which the candidate will be assigned. Classes may include:

• Biology:
  o BIOL 101L General Biology Laboratory
  o BIOL 175L Introductory Biology Laboratory
  o BIOL 275L Microbiology Laboratory
  o BIOL 281L General Ecology Lab
  o BIOL 466L Genetics Lab
  o BIOL 481L Advanced Ecology and Evolution Lab

• Marine Science:
  o MARE 140L: Intro to Hawaiian Coral Reefs
  o MARE 171L: Marine Biology Lab
  o MARE 201L: Oceanography Lab
  o MARE 350L: Coastal Methods & Analyses Lab
  o MARE 353L: Pelagic Methods & Analyses Lab

• CAFNRM:
  o AG230L Sustainable Agriculture Laboratory, or
  o HORT262L Introduction to Horticulture Laboratory
Work closely with the appropriate departmental Graduate Assistant Coordinator throughout the semester on course planning, preparation, grading and classroom management. Work with students to enhance their comprehension of assigned reading materials. Conduct informal discussion groups to ensure understanding of lectures and lab assignments. Supervise students in the laboratory as well as on occasional field excursions. Train and monitor laboratory users for compliance with basic safety and scientific procedures. Ensure proper maintenance of laboratory equipment and supplies. Transport students in a 12- or 15-passenger van. Perform other duties as assigned.

Minimum Qualifications

Application to or present enrollment in the Tropical Conservation Biology and Environmental Science (TCBES) Graduate Program at the University of Hawaii at Hilo. Bachelor's degree in Biology, Marine Science, Geography, Agriculture or a related Environmental Science. Significant knowledge of, and ability to teach, topics in biology, environmental science, and/or other scientific disciplines at the undergraduate level which are a basis for the TCBES graduate degree such as but not limited to Chemistry, Marine Science, Geography, Geology, and/or Mathematics. Demonstrated ability to write well and be able to give constructive and timely feedback on written assignments. Effective oral communication.

Desirable Qualifications

Previous experience supervising students in the field. Previous experience teaching students in a classroom or laboratory setting. Previous experience conducting independent scientific research. Ability to safely drive a 12- or 15-passenger van.

Inquiries: Dr. Patrick J. Hart, Associate Director, TCBES Graduate Program: pjjhart@hawaii.edu or Dr. Rebecca Ostertag, Director, TCBES Graduate Program: ostertag@hawaii.edu

The University of Hawai‘i is an equal opportunity/affirmative action institution and is committed to a policy of nondiscrimination on the basis of race, sex, gender identity and expression, age, religion, color, national origin, ancestry, citizenship, disability, genetic information, marital status, breastfeeding, income assignment for child support, arrest and court record (except as permissible under State law), sexual orientation, national guard absence, or status as a covered veteran.

Individuals with disabilities who need a reasonable accommodation for the application or hiring process are encouraged to contact the EEO/AA coordinator(s) for the respective campus.

Employment is contingent on satisfying employment eligibility verification requirements of the Immigration Reform and Control Act of 1986; reference checks of previous employers; and for certain positions, criminal history record checks.

In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, annual campus crime statistics for the University of Hawaii may be viewed
at: http://ope.ed.gov/security/, or a paper copy may be obtained upon request from the respective UH Campus Security or Administrative Services Office.