



JOB OPPORTUNITY:
Project Lead (Maui)

OVERVIEW

Pono Pacific Land Management, LLC local, private organization founded on a vision of helping Hawai'i's conservation agencies and landowners. Since 2000, we have been providing a variety of specialized services including:

- Native habitat restoration and landscape maintenance
- Invasive species eradication
- Fence construction
- Predator and ungulate control
- Trail construction & maintenance
- Food and energy security

We are currently seeking applicants for the **Project Lead** position based on Maui. The **Project Lead** will act as a representative of Pono Pacific, act in the best interest of the company and its employees, and act in a fair, safe, effective, and legal manner. The **Project Lead** effectively bridges office and field operations by providing both administrative and operational support to managers/leadership, while offering supplemental oversight to field crews. He/She must possess a high degree of professionalism, leadership, communication, and organizational skills.

ESSENTIAL DUTIES/RESPONSIBILITIES

- Support management team by tracking project progress, ensuring quality and timely completion of contract requirements/deliverables (including data collection/analysis, progress reports/presentations, management plans, mapping, etc.)
- Coordinate efficient field operations through frequent communication between field personnel, managers, administrative staff, and clients
- Lead while participating in field operations, overseeing and working directly with field personnel as needed
- Work closely with Project Managers to develop internal talent as well as strategic recruiting
- Manage, organize, and execute specific projects as needed
- Pursue and procure new projects/opportunities; contribute to overall business development of Pono Pacific
- Maintain company equipment and assets, as well as develop systems and procedures to manage them
- Plan and/or participate in company meetings and trainings/professional development
- Other project-specific and administrative duties as necessary

QUALIFICATIONS

- Required:
 - Minimum 2 years of supervisory experience
 - Minimum 2 years of direct client/customer relations experience
 - Excellent interpersonal communication and time management
 - Ability to lead, motivate, and manage diverse personality types
 - Accountability while working under minimal supervision/direction and producing strong results
 - Entrepreneurial mindset that will look to build the position and company
 - Care for Hawai'i's natural resources
 - Occasional inter-island travel



QUALIFICATIONS (cont.)

- Highly preferred:
 - Fence construction (or other skilled labor/trade) experience
 - Tree felling experience
 - Familiarity operating power tools such as chainsaws, weed trimmers, etc.
 - Familiarity with both native and invasive species identification
 - State of Hawai'i Pesticide Applicator license
 - Experience operating/working with machinery (excavator, skid steer, etc.)
 - GIS experience

COMPENSATION

- Depending on experience and projects (minimum \$22-26 per hour)

SUPERVISORY RESPONSIBILITIES

- Under guidance from manager(s)/Director of Operations/President, co-supervises approximately 2-6 field personnel (may vary by project)
- May assist with recruitment/retention efforts such as interviewing/hiring, training, safety, accountability, planning/delegating tasks, quality control, conflict resolution, disciplinary/congratulatory actions

BENEFITS

- Employer-provided medical insurance
- Paid time off (vacation, sick, jury, and bereavement)
- 401(k) Plan
- Training and development opportunities

Our work is unique, challenging, and exciting! If interested, please submit a current cover letter and resume to ponojobs@ponopacific.com