

# 2006–2009 Coral Management Fellowship Hawai`i Statement of Work

## Project Location

The host agency for the 2006-2009 Coral Management Fellowship in Hawai`i is the Division of Aquatic Resources (DAR) located within the Department of Land and Natural Resources. DAR has offices in Honolulu, Hawai`i.

Hawai`i is the most isolated population center on the face of the Earth. Hawai`i is 2,390 miles from California, 3,850 miles from Japan, 4,900 miles from China, and 5,280 miles from the Philippines. It has been referred to as the “Oasis of the Pacific Desert,” as well as the “Nutrient Basket of the Northern Pacific Ocean.” Hawai`i includes about 137 islands, many of which are uninhabited. The eight major islands are Hawai`i (the “Big Island”), O`ahu, Maui, Kaua`i, Moloka`i, Lāna`i, Niihau, and Kahoolawe. Each island has its own unique topographical and cultural features, including hundreds of endemic flora and fauna.



## Program/Agency Background

The mission of DAR is to manage, conserve, and restore the state's unique aquatic resources and ecosystems for present and future generations. DAR manages the state's aquatic resources and ecosystems through programs in commercial fisheries and resource enhancement, aquatic resources protection, habitat enhancement and education, and recreational fisheries. Major program areas include projects to manage or enhance fisheries for long-term sustainability of the resources, protect and restore the aquatic environment and native and resident aquatic species and their habitat, and provide facilities and opportunities for recreational fishing.

Management of coral reefs in the Main Hawaiian Islands is based on six local action strategies (LAS), which are short-term (3–5 year), multiagency, bottom-up management plans. These strategies focus on the six key threats to coral reefs:

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land-based pollution, overfishing, marine recreation, lack of public awareness, coral bleaching and disease, and aquatic invasive species. DAR has taken the lead to develop these strategies and has completed five of the six. Coral bleaching and disease is currently in final draft and being circulated for public comment; all other LAS are being implemented.

### **Project Goals**

There are seven main goals of the fellowship:

1. Coordinate among and between the Local Action Strategy Coordinators on LAS priorities and implementation.
2. Assist in implementation of the Bleaching and Disease LAS, the Recreational Impacts to Reefs LAS, and the Lack of Public Awareness (Hawaii's Living Reef Program) LAS.
3. Assist the DAR point of contact to the United States Coral Reef Task Force (USCRTF) in responding to requests for information from the Steering Committee.
4. Assist in tracking projects funded under the coral reef-related grants and contracts, especially those relating to the LAS.
5. Coordinate community-based management initiatives at a variety of Marine Protected Area sites statewide in concert with local non-governmental organizations.
6. Work with agency staff to finalize the newly developed Marine Managed Area Framework.
7. Assist with coral reef outreach activities as they relate to Hawaii's Living Reef Awards Program and the 2008 Year of the Reef.

### **Project Description**

As a participating member of the DAR staff, the fellow will network with partner organizations and agencies to complete this multifaceted project. Some of these tasks will be accomplished concurrently.

#### **Phase I (1 to 2 months): Orientation**

The fellow will be introduced to staff and management of DAR and partner agencies, and will review background information regarding Hawai`i's coral reef initiative and other coastal management issues. The fellow also will participate with program staff members in field visits, interagency meetings, and outreach activities. The fellow will review and become familiar with the LAS and attend any steering committee meetings that are scheduled. After participating in these activities, the fellow, with input from the mentor, will draft a six-month work plan that will be reviewed and revised after the first six months of the fellowship.

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### Outcomes:

- Familiarity with staff, operations, and resources of state coastal and aquatic resource management programs
- Integration into DAR and clarification of role in project
- Familiarity with the LAS and introduction to the steering committees
- Draft project work plan

### **Phase II (10 to 11 months)**

#### **Task 1: LAS (0.40 FTE)**

The fellow will hold quarterly meetings with the LAS coordinators for each LAS to ensure coordination and communication across and between the LAS projects. The fellow will work with the LAS coordinators to track progress and to track performance measures for the LAS. This includes working with the coordinators to track funding and project implementation. The LAS projects will need to be periodically revised to assess priorities; this will be done by the LAS coordinators and the respective steering committees. The coordinator will ensure that these priorities are presented to the Division's coral reef working group for discussion during the annual grant development process.

The fellow will attend steering committee meetings for three LAS and will assist as needed in implementation. For the Bleaching and Disease LAS, the fellow will assist in coordinating the steering committee meetings as necessary. For the Recreational Impacts to Reefs LAS, the fellow may be asked to help identify funds for priority projects, locate people or organizations to perform project work, and participate in and assist in coordinating public outreach activities. The Living Reef Program work may involve assistance with the Living Reef Awards Program, public events and fairs, and specifically working on the annual Living Reef Awards ceremony. In addition, the fellow will solicit periodic updates from organizations involved in the Living Reef Program and send out a summary of activities to members. With all LAS, it is important that the fellow strives to maintain good communication between the DAR staff and the steering committees.

### Outcomes:

- Active participation on three steering committees
- Assistance with implementation of all LAS through coordination with the LAS coordinators
- Coordinate data gathering as needed for grants funding and reporting
- Solicit nominees and coordinate selection of winners for the Living Reef Awards
- Coordination between and among LAS, steering committees, and DAR Coral Reef Working Group

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### **Task 2: USCRTF (0.10 FTE)**

The fellow will begin to learn about the goals, initiatives, and people involved with the USCRTF. The fellow may be asked to listen to monthly USCRTF steering committee meetings via conference call. The committee often makes requests of DAR such as reviewing a report, providing information, etc. The fellow will be assigned to fill some of these requests. The fellow will attend the USCRTF meeting in fall 2006, and thereafter as necessary.

#### Outcomes:

- Become familiar with USCRTF
- Fulfill requests by USCRTF steering committee
- Attend USCRTF meetings as needed

### **Task 3: Grants and Contracts (0.10 FTE)**

The fellow will assist the Contracts and Grants Specialist in coordinating and managing of DAR's coral reef management and monitoring grants and contracts. Over time the fellow will learn the procedures and practices for writing grant proposals, applying for grants, tracking expenditures, managing grant projects, and managing subcontracts that result from the grants. The fellow will assist in compiling the annual grants and in writing the quarterly grant reports.

#### Outcomes:

- Become familiar with grant and contract procedures
- Assist with grant and contract management as needed
- Become familiar with grant writing

### **Task 4: Marine Managed Areas and Community -Based Management Initiatives (0.40 FTE)**

Coordinate community-based management initiatives at a variety of Marine Protected Area sites statewide in concert with local non-governmental organizations. There are a number of communities across the State that are engaged in some form of stewardship projects in coastal and marine protected areas. The State has recently published a guidebook for communities that provides detailed information about how to become engaged. Many of these communities are working in concert with local NGOs to implement programs. The fellow would work with the NGOs to liaison among the communities. In addition, recent Legislation has been passed that requests that DAR work with specific communities to develop management plans and implement regulations within defined boundaries. The fellow would work with local NGOs and these communities to finalize the management plans and develop the regulatory packages.

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DAR has been working for the past few years to update and analyze its current Marine Managed Areas and develop a framework that clearly defines the goals, objectives, and criteria for designation of a particular site under a particular category. This work is in final draft stages and needs to be finalized. The fellow would work with agency staff to finalize the newly developed Marine Managed Area Framework.

### Outcomes:

- Understanding and appreciation of development of resource management plans through a community-based process
- Ability to develop and write marine managed area plans
- Understanding of the regulatory process to implement plans into a rule package
- Overall understanding of and participation in comprehensive resource management initiatives

### **Phase III (2 years)**

#### **Task 1: LAS**

Continue work from Phase II. The fellow would be designated as the DAR lead for attending coordination meetings and working with other agencies and NGOs to develop activities and events for the Year of the Reef in 2008. While the fellow would not be expected to participate in all the activities associated with the Year of the Reef, their role will be to work with agency staff to ensure participation in key events.

#### **Task 2: USCRTF**

Continue work from Phase II.

#### **Task 3: Grants and Contracts**

Continue work from Phase II.

#### **Task 4: Marine Managed Areas and Community -Based Management Initiatives**

Continue work from Phase II. The main focus for the second and third years will be to ensure that community stewardship programs are ongoing and expanding as time and resources allow. In addition, the fellow will work with the specific communities to finalize their management plans to meet the Legislative requirements and to ensure timely development of regulatory packages to designate new marine managed areas.

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### **Fellow Mentoring**

The fellow will be mentored by Athline Clark, DAR special projects manager. The fellow will communicate regularly to review timelines and evaluate progress.

The fellow will be considered part of DAR and will be expected to attend staff meetings and participate in program discussions. The fellow will be provided opportunities to join staff members on field visits and in internal and external meetings. The fellow will have ample opportunities to meet coral reef fisheries, marine recreation, and marine education points of contact from all levels of government, nonprofit groups, and academic institutions. This project will provide an opportunity to learn about aspects of a natural resource management program and a wide range of island management issues.

The fellow will receive assistance in identifying key individuals with whom to meet and important sources of background information. He or she will be provided with the necessary resources to carry out the project.

### **Project Partners**

DAR works actively with other agency staff, community organizations, government agencies, universities, and nongovernmental organizations on land-based pollutant and coral reef fisheries issues.

Potential partners include the following:

- Hawai`i Association of Conservation Districts
- Hawai`i Department of Agriculture
- Hawai`i Department of Business, Economics Development and Tourism (DBEDT)
  - Hawai`i Coastal Zone Management Program
  - Ocean Resources Branch
- Hawai`i Department of Health
- Hawai`i Department of Land and Natural Resources (DLNR)
  - Commission on Water Resource Management
  - Division of Aquatic Resources (DAR)
  - Division of Conservation and Resources Enforcement (DOCARE)
  - Division of Forestry and Wildlife (DOFAW)
  - Division of Land Management
  - Engineering Division
- Hawai`i Institute of Marine Biology
- Kahoolawe Island Reserve Commission
- National Marine Fisheries Service (NMFS)
- National Oceanic and Atmospheric Administration (NOAA)

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- National Park Service
- The Nature Conservancy
- Sierra Club
- Soil and Water Conservation Districts
- U.S. Department of Agriculture (USDA)
  - Farm Services Administration
  - Natural Resources Conservation Service (NRCS)
- U.S. Environmental Protection Agency
- U.S. Fish and Wildlife Service
- U.S. Geological Survey
- University of Hawai`i
  - Agricultural Extension Service
  - Sea Grant Program
  - Social Science Research Institute
    - Hawai`i Coral Reef Initiative Research Program
- Western Pacific Regional Fishery Management Council

### **In-Kind Support**

The fellow will have access to all the amenities and services of agency staff members, including office space and equipment, personal computer, telephone, fax, and e-mail access. Use of agency vehicles will be permitted.

In addition, DAR will provide funds for inter-island administrative travel, purchases of supplies and software, as well as printing, photocopying, mailing, and incidental costs for project products.

### **Eligibility Requirements**

- All education and experience must be in resource management planning or a related field. The following combinations are allowed:
  - Bachelors degree and 4 years work experience OR
  - Masters degree and 2 years experience OR
  - 3-4 years progress towards a Ph.D. (will graduate by end of 2006)
- Valid driver's license

### **Desired Background and Skill Sets**

- Demonstrated oral, written, and interpersonal communication skills
- A proven ability to be well organized, and able to manage and prioritize multiple tasks
- Experience, through an internship, fellowship, part-time job, or scientific research, in tropical habitats and coral reefs
- Public speaking, events planning, and meeting facilitation experience

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- Ability to work independently
- Creative, flexible, adaptable
- Experience living and working in another culture or in an island community
- Experience working with different user groups
- Experience in natural resource planning and policy implementation
- Experience in working in rural communities to develop natural resource management plans
- Project management experience