



735 Bishop Street, Suite 424

Honolulu, Hawai'i 96813

www.hawaiigreengrowth.org

Hawai'i Green Growth

Ala Wai Watershed Collaboration and Sustainability Business Forum AmeriCorps VISTA

Organizational Overview

Hawai'i Green Growth (HGG) is a public-private partnership that catalyzes action across government, private sector and civil society to achieve Hawai'i's *Aloha+ Challenge* 2030 sustainability goals and serve as a model for integrated green growth. HGG is committed to building a more sustainable, resilient for Hawai'i and island earth. As a network-based organization of over 100 member partners, HGG serves as the backbone organization for the *Aloha+ Challenge*, convening diverse stakeholders to:

- Integrate cross-sector sustainability priorities into long-term policy and planning;
- Identify and catalyze public-private actions to advance Hawai'i's 2030 sustainability goals;
- Support, uplift and amplify partner priorities through a shared statewide framework;
- Build capacity for community action and next generation leadership; and
- Provide a platform for knowledge exchange, partnership building, and collaboration through an atmosphere of mutual respect and trust.

The ***Aloha+ Challenge*** is a joint sustainability commitment led by Hawai'i's Governor, four County Mayors, Office of Hawaiian Affairs, State Legislature and public-private partners across the state. This statewide framework outlines six ambitious 2030 sustainability goals in the areas of clean energy, local food, natural resource management, solid waste, smart sustainable communities, and green education and workforce. The *Aloha+ Challenge* builds on Hawai'i's history of systems-thinking, indigenous knowledge, culture and values, and provides a framework to set priorities, catalyze action and track progress. Hawai'i's approach has been recognized nationally and internationally as model that can be scaled to support the implementation of the United Nations 2030 Sustainable Development Goals (SDGs) and the Paris Climate Agreement.

Position Summary

This is an AmeriCorps VISTA position offered through the *Aloha+ Challenge* VISTA Program to address poverty and increase economic, social, and environmental resiliency across Hawai'i. Learn more about AmeriCorps VISTA at: www.nationalservice.gov/programs/ameri-corps/ameri-corps-vista.

This is a full-time position that will support Hawai'i Green Growth in network building and partner engagement for two new initiatives working to achieve the *Aloha+ Challenge*: the Ala Wai Watershed Collaboration and the Sustainability Business Forum.

The Ala Wai Watershed Collaboration is a diverse public-private stakeholder group committed to an ambitious action plan to clean up the most densely populated watershed in Hawai'i, reduce the risks of catastrophic natural disasters and adapt to climate change impacts, and improve community livability and opportunities for cultural connections throughout the watershed. The Sustainability Business Forum brings together business executives working to achieve economic prosperity, environmental stewardship and community resilience for Hawai'i.



The Ala Wai Watershed Collaboration and Sustainability Business Forum VISTA position is structured to provide significant work experience in the areas of sustainable development, policy, communications and data through hands-on experiential learning. This position will have the opportunity to take on meaningful responsibility quickly, and engage with a diverse network of local, national and international partners. In addition, HGG is committed to the mentorship and professional development of each team member.

Eligibility for the AmeriCorps VISTA Program:

In order to be considered for hire, one must meet the following minimum requirements:

- Available full time (40 hours/week)
- 18 years or older
- US Citizen or a Lawful Permanent Resident
- Not listed on the National Sex Offenders Public Registry

AmeriCorps Compensation and Benefits Package:

- Living allowance (approx. \$24,119 annually)
- Education Award (approx. \$5,920)
- Child Care Benefits (approx. \$400 per month per child)
- AmeriCorps VISTA Healthcare Benefits Program

Preferences

It is preferred that the applicant has the following:

- Strong attention to detail, organization, planning skills and personal accountability
- Interest in a collaborative and integrated approach to sustainability that supports environmental, social and economic prosperity
- Familiarity with Hawai'i's geography and communities, as well as a respect for Hawaiian language, culture and traditions
- Relevant education and/or work experience
- Flexible in supporting other duties as assigned

This year-long position begins February 4, 2019 and is based in Honolulu, Hawai'i.

Major Responsibilities

- 1. Partnership Coordination:** *Support coordination, administration and communication of the Ala Wai Watershed Collaboration and Sustainability Business Forum.*
 - Correspond with partners regarding joint priorities, initiatives and meetings
 - Schedule partner and stakeholder meetings
 - Support relevant writing, reporting and research
 - Support development of new initiatives and special projects to benefit low-income communities
- 2. Meetings & Event Planning:** *Coordination, preparation and follow-up for partnership meetings and strategic events (e.g. working group and committee meetings, network events, conferences).*
 - Schedule and coordinate meetings, including logistics, invitations and RSVPs
 - Prepare materials, including presentations, meeting summaries, and other documents
 - Attend and provide support at meetings
 - Assist with timely follow-up and action items

3. Communications & Outreach:



- Support website updates, maintenance and content development
- Coordinate and update communications materials, photos and relevant databases
- Work with team on media and communications around relevant events and initiatives
- Support initiatives with social media, as needed and time permits

4. Project Operations & Legacy:

- Maintain key master documents, organizational systems and support monthly administration
- Build relevant tools and resources to support the Collaboration and Forum's capacity
- Support grant writing, project reports and compilation of results

5. Other duties as assigned

Application Details

Please submit your resume and cover letter by December 28, 2018:

Online: <https://hgg.catchthebest.com/apply/5x9v8dny>

Email: 5x9v8dny@app.catchthebest.com

The position start date will be February 4, 2019, though the candidate will be selected by January to begin enrollment in the AmeriCorps program.

If you have any questions, please contact:

Breanna Rose, HGG Operations & Partnerships Director

Email: breanna@hawaiigreengrowth.org

More Information

<https://www.hawaiigreengrowth.org>

<http://sbf.hawaiigreengrowth.org>

<http://alawai.hawaiigreengrowth.org>

<https://dashboard.hawaii.gov/aloha-challenge>