



Position Title: Executive Director

Terms: Full time, regular hours, salaried, at-will, exempt position
Location: Kaneohe, Hawaii
Compensation: \$85,000 - \$105,000 commensurate with experience
(full benefit package included)
Experience: 5-7 years minimum relevant work experience
Accountability: The Executive Director reports to the Hakuhia Board of Directors
Overview: The Executive Director will work collaboratively to implement a vision for the property that helps to fulfill the mission of the church and the Ko'olaupoko community. He/she will be charged with working alongside the emerging non-profit Hakuhia Board of Directors that will steward Hakuhia long-term, and local partners who will provide programming on-site.

Expectations:

- **Strategy & Planning:** Lead efforts to finalize the master plan and entitlement processes for the Ko'olau property, including developing an operational plan, management plan and environmental assessment in partnership with hired planning consultants.
- **Operations and Team Building:** Lead operations of all Hakuhia business, including land and fiscal management. Manage a small team of part-time staff working in dedicated project areas (i.e., invasive mitigation, stream ecology). Work with team members to enlist and manage volunteer church and community members to assist and provide capacity towards restoration efforts.
- **Mission-aligned Programming:** Continue to cultivate opportunities aligned to Hakuhia's mission, as well as identify new and entrepreneurial ways that the property can achieve the aforementioned goals above. Establish and manage new programmatic partnerships for initial piloting and learning.
- **Build and Manage Partnerships:** Lead outreach, management and/or collaboration with state agencies including but not limited to the Department of Land and Natural Resources (DLNR), the Division of Forestry and Wildlife (DOFAW); community-based organizations; and technical consultant partners for planning, programming, and restoration efforts.
- **Fund Development:** Secure grants for future programming and operational expansion. This will include public and private grant sources, individual giving, and revenue generating enterprises. Solicit and steward funders, major donors and business partnerships.

- **Communications:** Create and curate content for internal and external communication in partnership with the Hakuhia Board of Directors to inform and update stakeholders of use of property.
- **Other duties as assigned**

Minimum Qualifications:

- Bachelor’s degree with 5-7 years of experience in business management, operations or similar field
- Experience with securing grants; overseeing program implementation, and reporting outcomes
- Experience building and managing a team in a collaborative environment
- Ability to take initiative and manage multiple projects/duties with minimal direction
- Community collaborator
- Entrepreneurial mindset and skillset
- Outstanding organization and communications skills.
- Cultural awareness and sensitivity
- Problem solver
- Grant-writing skills

Background

First Presbyterian Church of Honolulu (FPC) currently stewards the 246 acres of conservation land formerly known as Ko’olau Golf Course in Ko’olaupoko, O’ahu. The church strongly believes it is time to reimagine other uses for the land that are more aligned with the service mission of the church and the needs of the local community. FPC, through a new not-for-profit corporation named Hakuhia, is committed to a stewardship vision for the ‘āina that serves the broader community; practices environmental stewardship; uplifts Native Hawaiian culture; provides opportunities for education and workforce training; and being financially responsible.

Hakuhia means to invent, to innovate. By remembering, connecting, and redeeming, Hakuhia will create a renewed place of healing and restoration for our community. Hakuhia is a vision where both the ‘āina and people flourish, it is the place where *Ka hia a ka Haku* - the delight of the Lord takes place.

To Apply: Please send cover letter and resume to Christopher Pan at chris@fpchawaii.org