



**Opportunity Announcement:** Internship

**Position:** Vibrant Hawai'i Ambassador

**Supervisor:** 'OAKA Coordinator

**Compensation:** \$22.50/hour

**Employment Category:** Part-time, Non-Exempt, Temporary

### **Organization Summary**

Vibrant Hawai'i is a community building organization that was formed in 2018 to advance equity and agency for all Hawai'i Island residents. Our goal is to create conditions to awaken and exercise kuleana, dismantle silos, and raise our collective will to take action together.

Vibrant Hawai'i serves the role of convener, facilitator, and intermediary. We provide process, structure, and resources to initiatives that are envisioned and executed by our community and for our community.

Hawai'i Island residents from all districts and sectors work collaboratively to address complex and dynamic issues with emergent strategies that reflect native intelligence. The actions of our island wide network coalesce through Streams: Economy, Education, Health and Wellbeing, Hawai'i Island Housing Coalition, the Resilience Network, and 'OAKA.

It is important for candidates to have a deep understanding of the nature of Streams to be successful in the Vibrant Hawai'i workplace culture. Streams emerge from a common source and flow forward, responding to changes in the environment and carving new paths forward. Ambassadors need to be like streams - able to move forward despite changes in the work environment to effectively respond to dynamic and emergent community needs and initiatives.

### **Opportunity Summary**

The Vibrant Hawai'i Ambassador is a 4 month work based learning intensive program designed for opportunity youth and graduates taking a "gap year" who care deeply about Hawai'i Island and want to build skills and develop practices that will support career goals in public service, social services, and organizational leadership.

Our goal is to provide Ambassadors an experience of working with and for the community, to develop capacity to stretch beyond their comfort zone: build courage, "wipeout", and apply learning, and to build character that is able to lead and follow through dynamic and complex conditions.

We acknowledge that this may be the first formal employment for Ambassadors, and the program infuses support to develop acquisition of workplace skills, such as completing tasks on time, planning



and proofreading before execution, evaluation to inform future action, workplace communication, brand awareness and being a brand ambassador, event planning and support, and network building.

Ambassadors will gain both leadership and workplace experience by supporting the activities of Vibrant Hawai'i Streams. To learn more about our work, visit [www.vibranthawaii.org](http://www.vibranthawaii.org).

### **The ideal candidate**

1. Is vibrant: positive, hopeful, energetic, of the highest integrity, and possesses sound judgment. The candidate understands that Vibrant Hawai'i is a goal oriented and community focused organization, and the candidate will not demand high amounts of staff time to work through issues that are personal in nature, and will not add to the workload of others by requiring facilitation of interpersonal conflict.
2. Is a contributor and collaborator: excited to work alongside passionate, mission-oriented staff and community to develop, execute, and achieve ambitious goals in a fast paced environment.
3. Is of Hawai'i: grounded in native Hawaiian and local Hawai'i island culture.
4. Is committed: will prioritize the internship, demonstrate consistency and reliability.
5. Is curious: able to maintain a sense of safety and optimism amid difficult conversations that may challenge one's ideas, biases, assumptions, and worldview.
6. Is courageous: willing to stretch beyond one's comfort zone to learn and grow.

### **Responsibilities**

1. Support the advancement of 'OAKA: 'Opio Alliance for Kuleana Advancement. This may include, but is not limited to planning and facilitating an annual Youth Summit, designing and implementing Adulting 101 workshops, writing articles for the 'OAKA newsletter, representing Vibrant Hawai'i at community events in support of youth, and presenting and training on youth focused certifications.
2. Support the network of Resilience Hubs. This may include, but is not limited to attending Hub meetings virtually or in person and taking notes, supporting the activities of Hubs through food and supply distributions, designing social media posts and flyers, and writing newsletter articles.
3. Support the Vibrant Hawai'i Streams. This may include but is not limited to providing tech support in Zoom meetings, leading participants through the Vibrant Hawai'i Grounding Statement, assisting Stream Chairs with the development and dissemination of meeting agendas, and supporting Core Teams with note taking and meeting invites and reminders.
4. Support Vibrant Hawai'i's Iwikuamo'o (Administration). This may include but is not limited to writing articles for the newsletter, attending community meetings and representing the organization, photo documentation of events, participating in pilot and demonstration projects, disseminating and collecting surveys and evaluations, and participating in team building and learning opportunities.



### **Required Qualifications**

1. Graduate of a Hawai'i Island high school.
2. Possession of a valid Hawai'i driver's license, current auto insurance, and reliable transportation.
3. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and ability to adjust focus. While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel and talk or hear. The employee is occasionally required to stand; walk and reach with hands and arms. The above job description is not intended to be an all-inclusive list of duties and standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as assigned by their supervisor.

### **Work Environment**

1. Hybrid: Remote + VH office
2. Hours: Monday - Friday, between the hours of 8:30AM and 2:30PM, with some evenings and weekends to support community events.
3. Ambassadors can expect to work approximately 20 hours a week with up to 25% of hours spent conducting presentations and workshops at local intermediate and high schools.

**How to apply:** Interested candidates should email the following to [oaka@vibranthawaii.org](mailto:oaka@vibranthawaii.org) no later than February 1st, 2024:

1. Cover letter.
2. Resume. Include 1 personal or 1 professional reference.