

PART II	DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT	2.959
	STATE OF HAWAII	2.960
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Minimum Qualification Specifications  
for the Classes:

EDUCATION SPECIALIST (AQUATIC RESOURCES) III, IV AND V  
[EDN SPCLT (AQUATIC RESCS) III, IV and V]

**Prerequisite Knowledge and Abilities Required**

Knowledge of:

III level – Basic education or training methods and techniques; aquatic resources management and conservation principles and practices, including State fishing rules and regulations; important recreational and commercial fish species of the State and Pacific area; fishing methods and types of fishing gear; research methods and techniques; problem solving; and report writing.

IV level – In addition to the knowledge required at the III level, aquatic resources conservation and protection issues, concerns and practices in Hawaii; and laws, rules, regulations and functions of federal, State and local government agencies with regard to aquatic resources conservation and management.

V level – In addition to the knowledge required at the IV level, program planning and evaluation.

Ability to:

III level – Conduct informational and educational program activities; prepare informational and educational materials; learn and apply aquatic resources informational and educational program activity goals, objectives, policies and procedures; read, comprehend and interpret complex materials; solve problems logically and systematically; write clearly and effectively such materials as reports, analyses, and informational materials acceptable for public distribution; speak effectively before groups; and establish and maintain effective and cooperative working relationships with others.

IV level – In addition to the abilities required at the III level, develop and conduct aquatic resources informational and educational program activities for an island district; develop, conduct and analyze information obtained from public surveys; and conduct public informational meetings.

V level – In addition to the abilities required at the IV level, plan, develop, implement and coordinate a statewide aquatic resources informational and educational

program; conduct statewide needs assessment and program evaluation; mediate controversial issues between opposing groups; deal effectively with a variety of groups and individuals; and assign, review and evaluate the work of others.

**Basic Education Requirement**

Graduation from an accredited four (4) year college or university with a bachelor's degree.

Excess work experience as described under the Specialized Experience, below, or any other responsible administrative, professional or analytical work experience that provided knowledge, skills and abilities comparable to those acquired in four (4) years of successful study while completing a college or university curriculum leading to a baccalaureate degree may be substituted on a year-for-year basis. To be acceptable, the experience must have been of such scope, level and quality as to assure the possession of comparable knowledge, skills and abilities.

The education or experience background must also demonstrate the ability to write clear and comprehensive reports and other documents; read and interpret complex written material; and solve complex problems logically and systematically.

**Experience Requirements**

Applicants must have had progressively responsible experience of the kind and quality described in the statements below and in the amounts shown in the following table or any equivalent combination of training and experience:

Class Title	Education/ Training Experience (Years)	Specialized Experience (Years)	Supervisory Experience (Years)	Total Experience (Years)
Edn Spclt (Aquatic Rescs) III	1	1/2*	0	1-1/2*
Edn Spclt (Aquatic Rescs) IV	1-1/2	1	0	2-1/2
Edn Spclt (Aquatic Rescs) V	2-1/2	1	**	3-1/2

**Education/Training Experience:** Progressively responsible professional work experience in a program of training or education as an instructor, or other comparable professional position. Such experience must have involved and demonstrated knowledge of basic education or training methods and techniques, and the ability to

identify education/training needs and provide instruction to students or groups, and communicate effectively, orally and in writing, including speaking before groups.

Specialized Experience: Responsible professional work experience in an aquatic resources program which provided knowledge of aquatic resources conservation and protection issues, concerns and practices in Hawaii; and laws, rules, regulations and functions of federal, State and local government agencies involved with aquatic resources management and/or conservation.

\*Applicants for the III level must have one-half (1/2) year of work experience which demonstrated knowledge of aquatic resources management and conservation principles and practices. Such experience may have been acquired while serving in a position on a paid or volunteer basis, and may have been gained concurrently or separately in meeting the Education/Training Experience requirement.

\*\*Supervisory Aptitude: Applicants for the class Education Specialist (Aquatic Resources) V must possess supervisory aptitude. Supervisory aptitude is the demonstration of aptitude or potential for the performance of supervisory duties through successful completion of regular or special assignments which involve some supervisory responsibilities or aspects of supervision, e.g., by serving as a group or team leader; or in similar work in which opportunities for demonstrating supervisory capabilities exist; or by the completion of training courses in supervision accompanied by application of supervisory skills in work assignments; and/or by favorable appraisals by a supervisor indicating the possession of supervisory potential.

### **Special Requirements**

Applicants must demonstrate knowledge of important recreational and commercial fish species of the State and the Pacific area, fishing methods and types of fishing gear, and State fishing rules and regulations.

### **Substitutions Allowed**

1. A bachelor's degree in education or professional diploma in education from an accredited college or university may be substituted for one-half (1/2) year of the required Education/Training Experience.
2. A master's degree in education from an accredited college or university which provided knowledge of education and training methods and techniques may be substituted for one-half (1/2) year of the Education/Training Experience.

3. A Ph.D. degree in education from an accredited college or university which provided knowledge of education and training methods and techniques may be substituted for one-half (1/2) year of the required Education/Training Experience.
4. A full-time teaching internship of at least one semester which involved developing educational lesson plans, providing instruction to students, assessing students' progress and modifying educational plans to address level of students' progress may be substituted for additional Education/Training Experience on the basis of one semester of full-time post-baccalaureate internship for one-half (1/2) year of Education/Training Experience, provided that such experience involved and demonstrated knowledge of education and training methods and techniques.
5. Successful completion of course work from an accredited college or university which provided knowledge of aquatic resources management and conservation issues and practices may be substituted for the Specialized Experience on the basis of 15 semester credit hours for a maximum of six months of experience.

### **Quality of Experience**

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that he/she has the ability to perform the duties of the position for which he/she is being considered.

### **License Required**

Applicants must possess a valid license to drive in the State of Hawaii.

### **Selective Certification**

Specialized knowledge, skills and abilities may be required to perform the duties of some positions. For such positions, Selective Certification Requirements may be established and certification may be restricted to eligibles who possess the pertinent experience and/or training required to perform the duties of the position.

Agencies requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

### **Tests**

Applicants may be required to qualify on an appropriate examination.

**Physical and Medical Requirements**

Applicants must be able to perform the essential functions of the position effectively and safely, with or without reasonable accommodation.

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This is an amendment to the minimum qualification specifications for the classes EDUCATION SPECIALIST (AQUATIC RESOURCES) III, IV and V, which were approved on October 8, 1998.

DATE APPROVED: 5/21/2012

  
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for BARBARA A. KRIEG, Director  
Department of Human Resources Development