



JOB VACANCY ANNOUNCEMENT

IT IS THE POLICY OF THE GOVERNMENT THAT QUALIFIED REPUBLIC OF PALAU CITIZENS ARE GIVEN FIRST PRIORITY FOR EMPLOYMENT CONSIDERATION; WITH UNITED STATES CITIZENS AND, SUBSEQUENTLY, THIRD COUNTRY NATIONALS UTILIZED IN POSITIONS FOR WHICH QUALIFIED REPUBLIC OF PALAU CITIZENS ARE NOT AVAILABLE.

VA #: BPSS-2017-115

OPENING DATE: 09/29/2017

CLOSING DATE: 10/13/2017

POSITION TITLE: COMMUNITY OUTREACH & EDUCATION OFFICER

SALARY: GL-11/1, \$ 543.65 B/W

LOCATION: PALAU MARINE SANCTUARY
OFFICE OF THE PRESIDENT
KOROR, REPUBLIC OF PALAU

SOURCE OF FUND: OTHER GRANT

DUTIES AND RESPONSIBILITIES:

- Assist in establishing, maintaining and integrating a school and community outreach. Program to provide on-site and outreach presentations, tours and workshops primarily for all school students, teachers and the public.....50%
- Coordinate the production of educational products for use including fact sheets, worksheets, pamphlets, and other educational materials for distribution.....25%
- Oversee communications from the center to the public.....20%
- Other duties assigned by the Executive Director.....5%

MINIMUM QUALIFICATIONS AND OTHER REQUIREMENTS:

Associate Degree with at least three (3) years of work related experience.

Bureau of Public Service System PO Box 6011; Koror, Palau 96940 Tel: (680)767-2415 / (680)488-4776

Email: bpss@palaugov.org Website: <http://palaugov.pw/bpss>

Applications are available and may be submitted to our offices located in the Ministry of Finance in Koror or Capitol Building in Melekeok.