

Career Advice

WITH STEVETTE SANTIAGO,
SOCIETY FOR HUMAN RESOURCE MANAGEMENT HAWAII CHAPTER
AND CHIEF ADMINISTRATOR FOR Y. HATA CO., LTD.

Community service advances your career



Employees who consistently contribute to the community, exhibit values aligned with their company and cultivate good citizenship, improve their chances of raising their profile in a positive way at work. Performing community service solely to gain a promotion is not a sure-fire bet, but service executed with authenticity can earn employees a reputation for doing good, which may result in opportunities for promotion.

Q. Will volunteering on nonprofit organization boards really help my career?

A. Yes. Good employers seek employees who have a global mindset, who contribute to the greater good and who exhibit leadership skills, or at least leadership potential. Developing leadership skills and exercising "citizenship muscles" can accelerate a career whether you are an executive, mid-level manager or front-line employee.

Q. How can I find the time to volunteer?

A. Making time to contribute to charitable causes, even for an hour or two each week or month, will contribute to job success for most people. Make sure you understand the time commitment necessary to do a good job before undertaking a volunteer assignment. Your co-volunteers will conclude you are talented and committed, or not, depending on how well you perform the assignment.

Q. How do I learn about an organization before I volunteer?

A. Talk to the project leaders or, if you are considering serving on a board of directors, talk with others who are already in that role. Read everything you can about the organization. Attend events to get a firsthand impression about the organization.

Q. Does it matter whether I volunteer at an organization in my industry sector?

A. For most employees, a good place to start is volunteering in their community. Mid-level managers should seek opportunities outside their field to gain skills, such as serving as the communications chair for a charitable organization. Executives should find ways to stand out in their profession or give back to their professional peers.

Website: WORKATUH.HAWAII.EDU

UNIVERSITY OF HAWAII EMPLOYMENT OPPORTUNITIES

For full description and other employment listings, visit website above. Appointments are full time unless otherwise specified and subject to funding and/or position clearance.
UH is an Equal Opportunity/Affirmative Action Institution.

Executive/Managerial

Director of University of Hawaii Center (CC), Institutional Effectiveness and UH Center, Kaua'i Community College, #89278, closes 04/20/17, 808-245-8372

Faculty

Instructor, CC (Oceanography), University College, Honolulu Community College, #82773, closes 04/11/17, 808-845-9185

Instructor, CC (Biological Sciences), University College, Honolulu Community College, #83820, closes 04/11/17, 808-845-9185

Junior or Assistant Specialist (Coordinator of Puelo Service Learning Project), University of Hawaii - West Oahu, Kapolei, #76372T, temp, closes 03/31/17, 808-689-2525

Junior or Assistant Specialist (Coordinator of Puelo Education Pipeline Pathway Project), University of Hawaii - West Oahu, Kapolei, #76373T, temp, closes 03/31/17, 808-689-2525

Instructor or Assistant Professor, CC (Program Coordinator, Occupational Therapy Assistant), Health Sciences Department/Occupational Therapy Assistant, Kapi'olani Community College, #86384, closes 04/11/17, 808-734-9569

Instructor, CC (Physics), Academic Affairs, Windward Community College, #87172T, temp, closes 04/11/17, 808-235-7421

Associate Professor (Information Systems), Shidler College of Business, ITM, Manoa, #83038, continuous recruitment

Assistant Professor (Physics & Astronomy), Physics & Astronomy, Manoa, continuous recruitment

Junior Specialist, Office of Faculty Development and Academic Support, Manoa, #83597, closes 04/28/17, 808-956-6978

Instructor, CC (Communications), Arts & Humanities Department, Kapi'olani Community College, #83308, closes 04/11/17, 808-734-9472

Instructor, CC (Pathway Coordinator), Hawai'i Community College, Hilo, #87075, closes 04/11/17, 808-934-2518

Instructor, CC (Chemistry), Hawaii Community College, Hilo, #83717, closes 04/11/17, 808-934-2518

Instructor, CC (Geography), Hawai'i Community College, Hilo, #74780, closes 04/11/17, 808-934-2518

Instructor, CC (Communications), Language, Linguistics and Literature Department, Kapi'olani Community College, #83308, closes 04/11/17, 808-734-9472

Administrative, Professional, & Technical

Athletics PBB (Strength & Conditioning Sp), UHM Athletics Dept, Honolulu, #81667T, temp, closes 04/03/17

Media Design and Production PBB (Media Specialist), Chancellor's Office, Windward Community College, #78258, closes 04/11/17, 808-235-7404

Academic Support PBB (Educational Sp - Grants Coordinator), Dean's Office, Leeward Community College, #78824, closes 04/11/17, 808-455-0326

Research Support PBD (Human Studies Program Manager), VP Research and Innovation/Office of Research Compliance, Manoa Campus, #80751, closes 03/30/17, 808-956-8166

Institutional Support PBC (Fiscal Manager), University of Hawaii-West Oahu, Kapolei, #78346, closes 04/06/17, 808-689-2525

Academic Support PBB (Scheduler/Data Analyst), University of Hawaii - West Oahu, Kapolei, #77584, closes 03/31/17, 808-689-2525

UH Head Golf Coach (Women), UHM Athletics Department, Attn: Human Resources, #80308, continuous

Institutional Support PBA (Admin & Fiscal Support Sp), College of Natural Sciences Dean's Office, Manoa, #77646, closes 04/03/17

Enterprise Operations PBB (Commercial and Aux Enterprises Off), Campus Services, Manoa Campus, #80697, closes 04/03/17, 808-956-7455

Academic Support PBA (Program Special), Outreach College, Manoa, #77648T, closes 04/07/17, 808-956-2029

Academic Support PBA (Program Special), PT, Outreach College, Manoa, #81513T, closes 04/07/17, 808-956-2029

Legal Affairs PBB (Legal Assistant), VP Legal Aff & Univ General Counsel, Manoa, #81396, closes 04/18/17, 808-956-8601

Other

Frontend Web Developer, Center for Excellence in Learning, Teaching and Technology, Kapi'olani Community College, temp, continuous recruitment, 808-734-9310

Lecturer (Russian), Coll of Lang, Ling and Lit, LLEA, Manoa, temp, continuous recruitment, 808-956-4181

For civil service positions (e.g., clerical, security, maintenance, lab aids, etc.), please view: hawaii.gov/hrd/main/esd



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