

Honorable Pulaali'i Nikolao Pula
Governor

Honorable Pulumata'ala Ae Ae Jr.
Lieutenant Governor



Titiaolii Dr. Asenati Ietitaia Sa'au-Umi
DHR Director

Max Tuitele
Deputy Director

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Deputy Director

**AMERICAN SAMOA GOVERNMENT
DEPARTMENT OF HUMAN RESOURCES
PAGO PAGO, AMERICAN SAMOA 96799**

JOB ANNOUNCEMENT

Job Title: Program Specialist - Weaver		Posting Date: January 21, 2026	Serial No.: 010-26
Department/Division: Arts Council		Closing Date: February 10, 2026	Announcement No.: 010-26
Type of Position: Temporary Appointment	Posting Type: Employment Opportunity/ Open to the Public	Pay Grade and Salary Range: GS-12/\$17,673 - \$43,023 p.a.	

General Description:

The Program Specialist - Weaver is responsible for planning, coordinating, and implementing cultural programs that preserve, promote, and advance the traditional art of Samoa weaving. This position will engage with community artists, cultural practitioners, schools, and partner organizations to strengthen knowledge transfer, documentation, and appreciation of weaving as an essential part of American Samoa's cultural heritage.

Key Duties and Responsibilities:

- Plan, organize, and coordinate weaving workshops, demonstrations, and community outreach events.
- Support the development and implementation of traditional arts programs related to weaving and other fiber arts.
- Provide instruction, mentorship, and technical assistance to participants learning traditional weaving techniques.
- Collaborate with master weavers, schools, and cultural organizations to sustain intergenerational teaching of weaving practices.
- Assist in curating exhibits, cultural displays, and educational materials, and documentation.
- Collect and maintain program data, participant attendance, and evaluation forms for reporting and funding purposes.
- Promote community awareness of weaving programs through media, partnerships, and public engagement.
- Contribute to grant writing, project reports, and compliance documentation as required.

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Department of Human Resources, A.P. Lutali Executive Office Building, Pago Pago, Am Samoa 96799
Ph: (684) 699-4481/ Email: nfo@hr.as.gov

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- Ensure all activities align with the mission and objectives of the American Samoa Council on Arts, Culture, and Humanities.
- Perform other job-related duties as assigned.

Knowledge, Skills, and Ability:

- Strong knowledge and practical skill in traditional Samoan weaving (fine mats, baskets, fans, etc.)
- Excellent organizational, communication, and interpersonal skills.
- Ability to work collaboratively with artists, community members, and government partners.
- Proficient in recordkeeping, basic computer skills, and program reporting.
- May require occasional evening or weekend work to support cultural events, workshops, and community outreach.
- Fluent in both Samoan and English preferred.

Academic and Experience Requirements:

- Applicant must have a master degree plus one (1) year of work related experience
- OR a bachelor degree plus three (3) years of work related experience plus one (1) year of supervisory capacity.
- Minimum of two (2) years of experience in community engagement, teaching, or cultural preservation.
- Years of progressively responsible working experience may be substituted for a portion of the academic requirement.
- Salary will be adjusted according to experience.

Complete information concerning this vacancy may be obtained from the Personnel Division of the Department of Human Resources, or please contact the Recruitment Unit at 699-4481.

Fa'afetai tele,



Titiaoalii Dr. Asenati Ietitaia Sa'au-Umi
Director
Department of Human Resource

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