

Honorable Pulaali'i Nikolao Pula  
Governor

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

Honorable Pulumata'ala Ae Ae Jr.  
Lieutenant Governor



Max Tuitele  
Deputy Director

Falo Johansson  
Deputy Director

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

**JOB ANNOUNCEMENT**

<b>Job Title:</b> <i>Project Coordinator (Habitat Restoration)</i>	<b>Posting Date:</b> <i>June 5, 2026</i>	<b>Serial No.:</b> <i>079-26</i>
<b>Department/Division:</b> <i>Commerce/Coastal Resource Management</i>	<b>Closing Date:</b> <i>June 25, 2026</i>	<b>Announcement No.:</b> <i>079-26</i>
<b>Type of Position:</b> <i>Temporary Appointment</i>	<b>Posting Type:</b> <i>Employment Opportunity/ Open to the Public</i>	<b>Pay Grade and Salary Range:</b> <i>GS-11/\$17,069 - \$42,419 pa</i>

**General Description:**

The Habitat Restoration Project Coordinator (HRPC) develops living shoreline projects in American Samoa to include site selections, project designs, detailed plan, and performances measures for Bipartisan Infrastructure Law (BIL) funding approved for the American Samoa Coastal Management Program (ASCMP) administered under the Coastal Resource Management Division of the Department of Commerce.

Under the direction of the Environmental Planner, the HRPC develops and coordinates project proposals for BIL funding competitions with an emphasis on living shoreline projects. The HRPC will identify and develop project selection criteria to include project sites and designs with a focus on Anu'u and Ofu due to the impacts of regular coastal erosion. The HRPC will develop performance measures for living shoreline project proposals and monitor the results of BIL funded projects. The HRPC will propose, plan, and implement habitat restoration projects and conduct outreach and education programs to raise awareness on nature-based solutions for shoreline protection and stabilization projects. The projects will support ASCMP goals as stated in the American Samoa 309 Assessment and Strategies, Engineering with Nature (EWN) initiative and NOAA best Management Practices.

**Key Duties and Responsibilities:**

- Habitat Restoration Projects:
  - Learn BIL language and qualified projects and identify local concerns with potential projects that fall under the funding opportunity.

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Department of Human Resources, Le Taulagi Building II, Malaeimi, Am Samoa 96799  
Ph: (684) 699-4481/ Email: [info@hr.as.gov](mailto:info@hr.as.gov)

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- Coordinate and develop project proposals for BIL funding competitions.
- Coordinate development of project selection criteria with key stakeholders.
- Communicate key project information with team members in the field.
- Develop project proposals for habitat restoration and shoreline protection and stabilization that meet the BIL funding criteria and performance measures.
- Supervision of native habitat construction and maintenance crews and project sites.
- Conduct performance reporting to track progress of proposed projects.
- Manage implementation of approved projects and develop reports.
- Conduct field tasks such as surveys and field assessments.
- Community Habitat Restoration Outreach and Workshops:
  - Host quarterly stakeholder meetings throughout the year.
  - Prepare agendas for the meetings.
  - Coordinate outreach and education programs with at least 5 villages on nature-based solutions for shoreline protection and stabilization projects.
  - Prepare agendas and sign-in sheets for the workshops.
  - Coordinate follow-up of stakeholders meetings and workshops with the villages.
  - Create new educational brochures, flyers and posters to promote and educate the public in nature-based solutions for shoreline protection, stabilization and habitat restoration projects.
  - Provide outreach section and materials in all ASCMP outreaches and Coast weeks activities.
- Technical Support:
  - Complete required land use permit applications and supporting documents for all approved projects for review and assessment for PNRS.
  - Assist with field environmental and coastal assessments to determine potential environmental impacts of proposed development projects;
  - Monitor development activities around proposed projects villages;
  - Implement restoration and conservation projects where possible to mitigate previous impacts;
  - Attend environmental and science meetings to represent ASCMP in habitat restoration.
- Supporting Duties:
  - Build and enhances partnerships with other ASG stakeholders, communities and local businesses.
  - Prepares data and quarterly reports, Federal semi-annual reports and other needed reports on a regular basis;
  - Collaborates with government agencies and maintains a unified voice in community preservation efforts, monitoring, enforcement, and habitat restoration.
  - Perform all other duties and tasks assigned.

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**Knowledge, Skills, and Ability:**

- Knowledge of habitat restoration, environment conservation, and coastal resource management principles and practices.
- Ability to plan, coordinate, and implement restoration projects while ensuring timely completion of project goals and objectives.
- Skill in collecting, analyzing, and interpreting environmental data to support project planning and decision-making
- Ability to communicate effectively, both orally and in writing, with government agencies, contractors, stakeholders, and the public.
- Ability to establish and maintain effective working relationships with partners, community organizations, and project stakeholders.
- Skill in preparing reports, maintaining project records, and ensuring compliance with applicable regulations and grant requirements.

**Academic and experience Requirements**

- Applicants must have a bachelor's degree from an accredited university or college plus three (3) years of relevant work experience.
- 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.**

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

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