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

JOB ANNOUNCEMENT

| Job Title: Territorial Broadband Coordinator | Posting Date: September 12, 2022 | Serial No.: 112-22 |
| Department/Division: Commerce/Urban Planner & Development | Closing Date: September 23, 2022 | Announcement No.: 041-22 |


General Description: The Territorial Broadband Coordinator is a new position created to assist the Director of Commerce with the implementation of the American Samoa Territorial Broadband Strategy (ASTBS). The goal of the AS TBS is to leverage broadband and technology to improve the quality of life for our residents.

Key Duties and Responsibilities:

- Manage the implementation of recommendations included in the AS TBS; prioritize tasks in accordance with Territory needs and availability of resources.
- Coordinates ongoing meetings with AS TBS Working Group and other stakeholders to monitor, and when necessary, implement actionable items; report on progress as needed, but no less than bi-annually.
- Monitor, track, and identify broadband and/or technology-related federal (or other) funding opportunities to support implementation of AS TBS; coordinate the application process if/when needed; apply for funding accordingly.
- Initiate, manage, and perform digital initiatives to help modernize the Department of Commerce’s internal technologies for services delivery.
- Initiate, manage, and perform initiatives modernizing intra-agency and intra-government communications, data gathering and assessment.
- Support community initiatives delivered by the Department of Commerce, assisting the people of American Samoa with digital and technological transformation of the economy.
- Promote concepts of entrepreneurship and business creation within the technical sector for American Samoa’s businesses community.
- Communicate (written and verbal) with Territory’s business community as needed to support initiatives.
- Document and perform knowledge transfer for newly-created programs and systems.
- Lead and implement ad hoc technical projects as required.
- Help identify, train, and manage junior staff and interns as resources become available.

This is an Equal Employment Opportunity Employer
Department of Human Resources, A.P. Lutali Executive Office Building, Pago Pago, Am Samoa 96799
Ph: (684) 633-4485 / Email: hr@americansamo.gov / Fax: (684) 633-1139
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Other related duties as assigned

Knowledge, Skills and Ability:
- 5+ years' experience in technology-related leadership roles
- 5+ years' experience with program and project management
- Demonstrate expertise in one or more hands-on technology areas such as software development, IT, database design, security, or other similar systems
- 5+ years' experience delivering and transferring technical solutions to stakeholders at all levels: executive, managerial, and administrative stakeholders included
- Must have experience in hands-on data management, data preservation, and data communications-related projects is preferred
- Ability to have excellent written and verbal communication with fluency in English and Samoan
- Strong experience and developing and executing programs from concepts to development to delivery
- Entrepreneurial experience including but not limited to business start-ups
- Experience with startup business incubation and fundraising
- Demonstrated understanding of business value creation, economy, and growth

Academic and Experience Requirements:
- Applicant must have a bachelor degree from an accredited university plus 3 years of work-related experience or is better in computer science, engineering, finance, or economics
- Years of progressively responsible working experience may be substituted for 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 633-4485/633-4000.

Fa‘afetai tele,

[Signature]
Lynn Polou-Alaimalo
Director, Department of Human Resources

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