Full-Time, Permanent Civil Service position. The major responsibility of this position is to fulfill the following core functions of the Primary Care Services Resources Coordination and Development Grant (PCSRCD): Support organizational effectiveness and foster collaboration. Provide technical assistance to organizations and communities wishing to expand access to primary care for under-served populations. Conduct needs assessment(s) and data sharing. Collaborates with various national, state, public and private agencies to increase the number of health professionals providing primary health care services to the medically under-served.

Minimum Qualifications

To qualify, you must meet all of the following requirements:

EDUCATION: A bachelor's degree from an accredited four-year college or university.

GENERAL EXPERIENCE: One and one-half (1-1/2) years of progressively responsible professional work experience which required a high degree of analytical skill. Such experience must have involved gathering, evaluating and analyzing facts and other pertinent information required to resolve problems and/or to determine and recommend appropriate courses of action.

SPECIALIZED EXPERIENCE: One (1) year of progressively responsible professional experience in one or a combination of the following:

A. Type 1: Professional work experience in any field which involved work such as monitoring, evaluating, or conducting studies and analyses of programs or projects to make recommendations for the development or revision of standards, policies, procedures, or techniques; gathering and analyzing data to determine conformance with standards and requirements and recommending improvements or developing training materials; and giving technical advice and direction pertaining to program standards, requirements, or techniques.

B. Type 2: Professional experience in a pertinent field/program area related to the agency's/program's role, function, operations, and/or program activities which provided knowledge of principles and practices, current issues and concerns of the identified field/program area and State and federal agencies, community, resources and services that interact with and have an impact on the agency's programs and activities.

SUPERVISORY APTITUDE: Supervisory aptitude rather than actual supervisory experience may be accepted. This requirement will be considered to have been met when there is strong affirmative evidence of the necessary supervisory abilities and/or potential.

Who May Apply

LEGAL AUTHORIZATION TO WORK REQUIREMENT: The State of Hawaii requires that all persons seeking employment with the government of the State shall be citizens, nationals, or permanent resident aliens of the United States, or eligible under federal law for unrestricted employment in the United States.

How to Apply


Recruitment # 22-0477 (position #50177): Downtown, Oahu

Continuous until needs are met.

Other Information

For additional information, you may contact Jon Nishihara at (808) 586-4793 or jon.nishihara@doh.hawaii.gov.

As a condition of employment with the State of Hawai‘i, all new hires must comply with the COVID-19 vaccination requirement. The COVID-19 vaccination policy can be found at the top of the DOH Internet/Job Opportunities page: https://health.hawaii.gov/employment/job-opportunities/