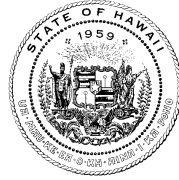


DAVID Y. IGE  
GOVERNOR



DOUGLAS S. CHIN  
ATTORNEY GENERAL

**STATE OF HAWAII**  
**DEPARTMENT OF THE ATTORNEY GENERAL**  
425 QUEEN STREET  
HONOLULU, HAWAII 96813  
(808) 586-1500

**RUSSELL A. SUZUKI**  
FIRST DEPUTY ATTORNEY GENERAL

**COORDINATOR**  
**MISSING CHILD CENTER-HAWAII**  
Exempt from civil service, temporary, full-time  
Hawaii State Government Benefits

**Description:** Manages the operations of the Missing Child Center-Hawaii (MCCH); coordinates information, resources, and agencies involved in locating missing children; promotes community awareness of the MCCH and issues involving missing children; works with the Friends of the Missing Child Center-Hawaii. Supervises a MCCH Assistant Coordinator.

**Requirements:** Bachelor's degree from an accredited university or college. High school diploma and four years paid experience as described in the experience section may be substituted for the bachelor's degree. Valid State of Hawaii driver's license, Type 3.

**Experience and Knowledge:** Two years paid experience which demonstrates the following: (1) progressively responsible administrative or managerial experience; (2) coordination of activities and efforts between multiple agencies; (3) communicating clearly and effectively in writing and orally to a variety of audiences; (4) interpretation of complex written material, such as laws, rules, regulations and/or program guidelines; (5) resolution of complex problems in a logical and systematic manner; (6) establishing and maintaining effective working relationships with others; (7) formulation and justification of budget and grant proposals; and (8) experience in generating private-source contributions. One year supervisory experience. Computer competency, good analytical, writing, organization skills required. Knowledge of the criminal justice system. Knowledge of child abduction and recovery issues.

**Salary range:** \$51,792 to \$55,308 annually, pending qualifications of applicant.

**To apply:** Send cover letter, resumé, and completed Application for Exempt Employment (download Application from <http://ag.hawaii.gov/employment/>), postmarked no later than October 30, 2017 to:

**Department of the Attorney General**  
**Crime Prevention and Justice Assistance Division**  
**235 South Beretania Street, Suite 401**  
**Honolulu, Hawaii 96813**

(No phone calls, please)  
An Equal Opportunity Employer