



# K A W A I K I N I

*A New Century Public Charter School*

*Please mail applications to:*  
Kawaikini NCPCS  
3-1821 J Kaumuali'i Hwy.  
Līhu'e, Kaua'i, 96766  
*Phone: 632-2032*

*Employment applications will be reviewed in the order they are received*



## **K A W A I K I N I**

*Ka Nu'ukia o Kawaikini (Vision)*

*We envision a thoughtful, knowledgeable, and healthy community where the language, beliefs, and practices of the indigenous people of Hawai'i have become instinctive.*

Mahalo for your interest in Kawaikini. In order to maintain the highest quality learning environment, everyone must have a similar understanding of expectations. Our entire learning 'ohana must be willing to make this commitment. Following are a few examples of everyone's responsibilities.

**Ma ka 'ōlelo nō ke ola.** The Hawaiian Language is the primary language at Kawaikini. Hawaiian will be spoken (to the extent possible) by everyone on campus and, during periods of Hawaiian instruction, it will be the sole language of the classroom. This means that ...

- ◆ Kawaikini students will use Hawaiian while on school grounds and while participating in Kawaikini activities.
- ◆ Kawaikini parents will set a Hawaiian language goal for the 'ohana and use Hawaiian as much as possible.
- ◆ Kawaikini staff will speak Hawaiian while on school grounds and while participating in Kawaikini activities.

**Kūlia i ka nu'u.** Everyone has a different level of success, but we can all strive to exhibit our personal best at all times. This means that ...

- ◆ Kawaikini students will come to school regularly and work hard to achieve their own personal best in all areas of school.
- ◆ Kawaikini parents will do their best to work towards achievement of all 'ohana goals.
- ◆ Kawaikini staff will set and work to achieve professional development goals.

**Pūpūkahi i holomua.** When we all work together, we will all move forward. This means that ...

- ◆ Kawaikini students will work as a team with kumu and other haumāna .
- ◆ Kawaikini parents will participate in Kawaikini activities and help at the school as able.
- ◆ Kawaikini staff will work as a team with other staff members, community, and 'ohana to realize the goals of Kawaikini.

**Mai ka piko o ke po'o a i ka poli o ka wāwae.** The health and wellness of our 'ohana learning community is very important at Kawaikini. This means that ...

- ◆ Kawaikini students will follow rules of good nutrition while at school and participate in daily exercise activities.
- ◆ Kawaikini parents will set health goals for the 'ohana and work towards achievement of these goals.
- ◆ Kawaikini staff will set individual health goals and participate in daily exercise as able.



# Palapala Noi Hana

Application for Employment

## KAWAIKINI

Please check  all positions you would like to be considered for:

- |   |   |                                       |                                     |
|---|---|---------------------------------------|-------------------------------------|
| <input type="checkbox"/> Executive Director | <input type="checkbox"/> SASA           | <input type="checkbox"/> Kumu Alaka'i | <input type="checkbox"/> Volunteer  |
| <input type="checkbox"/> Academic Director  | <input type="checkbox"/> Accounts Clerk | <input type="checkbox"/> Kumu Kōkua   | <input type="checkbox"/> Substitute |

Ho'opākela (after-school program):  Program Alaka'i  Program Tutor

Other (please list) \_\_\_\_\_

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

Home Address: \_\_\_\_\_

**1** Mailing Address (if different from above): \_\_\_\_\_

PHONE: \_\_\_\_\_ (home) \_\_\_\_\_ (work) \_\_\_\_\_ (cell) \_\_\_\_\_ (other)

E-MAIL: \_\_\_\_\_

Do you speak Hawaiian? Y / N      Other languages? \_\_\_\_\_

**2** Please attach an essay sharing why you would like to be a part of Kawaiikini and how you intend to contribute to the school's vision and mission.

**3** Please include a current resume, and for the following positions, please also attach the following:

**Director(s):** College transcripts; 2 recommendation letters, and a letter detailing your relevant administrative experience, managerial philosophy, and experience working with the Hawaiian community. If you do not meet the minimum qualifications for the position, explain why you feel you should be considered for the position.

**Kumu Alaka'i, Kumu Kōkua, Ho'opākela Program Alaka'i:** College transcripts and a letter detailing your qualifications to work in a Hawaiian language program in the job for which you are applying.

**4** References:

(1) Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Company: \_\_\_\_\_ Position: \_\_\_\_\_

(2) Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Company: \_\_\_\_\_ Position: \_\_\_\_\_

I hereby certify that all information contained herein is complete and accurate.

**5** Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Applicants may be invited to an interview. Employment subject to background check.*

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## Previous employment:

(1) Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Starting Position: \_\_\_\_\_

Employment dates: From: \_\_\_\_\_ To: \_\_\_\_\_ Last Position: \_\_\_\_\_  
(MM/YY) (MM/YY)

Wage/Salary rate: From: \_\_\_\_\_ To: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_

Duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

(2) Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Starting Position: \_\_\_\_\_

Employment dates: From: \_\_\_\_\_ To: \_\_\_\_\_ Last Position: \_\_\_\_\_  
(MM/YY) (MM/YY)

Wage/Salary rate: From: \_\_\_\_\_ To: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_

Duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

(3) Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Starting Position: \_\_\_\_\_

Employment dates: From: \_\_\_\_\_ To: \_\_\_\_\_ Last Position: \_\_\_\_\_  
(MM/YY) (MM/YY)

Wage/Salary rate: From: \_\_\_\_\_ To: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_

Duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

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## Special Skills or Training

Hawaiian Language Skills:  Conversational  Fluent  Read/Write

Other Language Skills: \_\_\_\_\_ language  Conversational  Fluent  Read/Write

Typing Speed \_\_\_\_\_ wpm Office machines operated \_\_\_\_\_

Other Job Related Skills: \_\_\_\_\_