



**American Samoa Community College**  
**Agriculture Community & Natural Resources Division**  
**IN-HOUSE EMPLOYMENT OPPORTUNITY**

**Position Title:** Entomology Lab Manager  
**Employment Status:** Full Time 12 months (Career Service)

**General Description:**

Under the direct supervision of the Entomologist, the Entomology Lab Manager is responsible for the basic day-to-day operations of the entomology laboratory, greenhouse, and field plots. He/she, with the entomologist and staff from other ACNR programs, works to develop and disseminate knowledge that will help the people of American Samoa improve management of insect pests. The successful candidate is responsible for developing and implementing research protocols in the field and laboratory, collecting and recording data, communicating and coordinating with community members and colleagues in other agencies, and maintaining the laboratory, research plots and equipment.

**Responsibilities and Duties:**

***Administrative***

- Manage day-to-day operations of entomology lab, greenhouse, and field plots, ensuring continuity of research and extension activities
- Manage and maintain integrity and accessibility of entomology lab datasets, notes, maps, images, and biological specimens
- Oversee inventory and maintenance of supplies and equipment
- Help oversee development and implementation of safety protocols
- Serve as point of contact for clients, teachers, students, and other visitors to the lab

***Technical***

- Establish and maintain research plots on and off station. Maintenance activities include: planning and irrigation; manual and chemical weeding, disease and insect control; pruning; fertilizer application; and harvesting
- Carry out sampling and trapping protocols in the field to detect and monitor insect pests
- Record data from field sampling and trapping and from research plots; maintain written records of plot management and observations of crop condition, pest levels, and other factors affecting outcomes
- Clean, maintain, and repair research facilities, equipment, tools, and vehicles
- Set up, carry out, and record data from laboratory experiments
- Provide feedback to Entomologist on problems encountered and suggest ways to improve research and extension
- Assist with field collection, preparation, and preservation of insect specimens
- Assist with rearing of insects in laboratory
- Assist Entomologist and Research Assistants with demonstrations and presentations
- Help construct cages, shelves, or other experimental apparatuses
- Perform other duties as assigned by Entomologist

***Planning***

- Seek and utilize professional development opportunities to enhance and update relevant skills

- Develop and maintain Standard Operating Procedures (SOP) for insect rearing and other lab and field protocols
- Assist Entomologist with projecting future personnel, equipment, and supply needs for ongoing and upcoming projects

**Minimum Qualifications:**

- Bachelor's degree in Biology, agriculture natural resources or directly related field
- Four (4) years of experience in research and extension in agriculture, entomology, or related field
- Proficiency in spoken and written Samoan and English
- Strength and stamina to conduct moderately strenuous field work
- Driver's license and ability to drive manual transmission vehicle
- Demonstrated ability to operate field and lab equipment and maintain insect and plant cultures for entomological research
- Knowledge of research lab and field safety protocols
- Strong communications skills and ability to communicate scientific information to other scientists, students, and the general public

**Preferred Qualifications:**

- Knowledge of major insect pests and their control in American Samoa
- Hands-on experience growing major crops of American Samoa
- Ability to identify common cultivated and wild plants of American Samoa
- Carpentry skills
- Basic knowledge of experimental design and analysis.

**Salary Range:** GS 16/08-12: \$32,292.00 - \$36,452.00 per annum

**Application Deadline:** September 24, 2021 no later than 4:00pm

Applications are available from American Samoa Community College, Human Resources Office 699-9155 Ext. 456/466/460, <http://www.amsamoa.edu/employmentopportunities.html> or by emailing [ascchumanresources@amsamoa.edu](mailto:ascchumanresources@amsamoa.edu).

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