



Residential Youth Services & Empowerment (RYSE), a community-based organization, is seeking a Site Coordinator for our housing department. Responsibilities include but are not limited to managing and maintaining several housing properties for youth aged 18 to 24 years, accurate documentation in databases, and practicing positive youth engagement throughout each youth's housing journey. The Site Coordinator will ensure health and safety standards are maintained by ensuring all properties are clean and minor repairs and maintenance of the building and grounds are completed promptly. The ability to model and teach excellent tenancy skills to youth is an essential duty of the position. This position requires responding to afterhours emergencies.

The ideal candidate will possess exceptional organizational skills, problem-solving abilities, experience in property management and with youth experiencing housing insecurity. Must have demonstrated the ability to determine the need for repairs involving a variety of building trades; use hand and power tools, power equipment, and testing devices utilized in a variety of building trades; install electrical and plumbing fixtures; estimate time and material needed to perform a job; do mechanical work with dexterity and safety; understand and follow oral and written instructions. The Site Coordinator will further the agency's mission of providing a continuum of support that empowers Hawaii's street youth to move beyond homelessness.

RYSE envisions a community where there is no youth homelessness. RYSE believes in second chances. Individuals with challenging backgrounds are strongly encouraged to apply. Employment is subject to required clearances which include fingerprinting & background checks.

To apply for this position please send a cover letter and resume to Kahanu Ah Puck, Facilities & Vehicle Manager. [kahpuck@rysehawaii.org](mailto:kahpuck@rysehawaii.org).

**Job Type:** Full-time

**Salary:** \$50,000 - \$55,000 /year

**RYSE is an Equal Opportunity employer and encourages all candidates to apply including members of the LGBTQ+ community.**