

Sarah Kamakawiwo'ole

EDUCATION

University of Hawai'i at Mānoa, Honolulu, HI	May 2020
Master of Public Health, Health Policy & Management	
University of Miami, Coral Gables, FL	August 2017
Master of Science in Education, Clinical & Applied Exercise Physiology	
Bachelor of Arts, International Studies	May 2016
Bachelor of Science in Education, Exercise Physiology	May 2016

WORK EXPERIENCE

Papa Ola Lōkahi | Honolulu, HI

Director of Policy and Strategy (August 2022-Present)

- Leads advocacy (government relations) portfolio, including serving as the primary point of contact for routine and special appropriations, reauthorization, and other associated goals; collects and revises organization-wide workplan for submission to the Health Resources & Services Administration (HRSA); serves as the lead writer for responses to federal requests for information and other written collateral.
- Built and executed the administrative process of recognizing organizations as Native Hawaiian Health Centers for temporary 100% Federal Medical Assistance Percentage eligibility, interfacing with Congressional delegation and state agency staff to understand compliance needs and boundaries.
- Manages the Policy Specialist and Policy Assistant; oversees the state-level advocacy portfolio and maintenance of organizational policies and procedures; evaluates team macrocycles and holds regular meetings; adjusts timelines, responsibilities, and cross-department outreach to promote momentum and ensure timeliness.
- Prior to management growth: provided a managerial role in the implementation of special federal funds from the American Rescue Plan Act of 2021 (non-competitive); routine internal compliance oversight for the five Native Hawaiian Health Care Systems; and grantwriting.

Policy & Compliance Assistant (August 2019-July 2022)

- Developed policy priorities and strategies; analyzed reports, scientific literature, and other evidence to create and edit testimonies, letters, memorandums, summaries, and other documents.
- Assisted in the data collection and reporting for projects funded by grants; provided logistics and scheduling for a statewide needs assessment project (43 group engagements and 289 individuals, in-person and via videoconference); supported organizational compliance and monitoring processes.
- Wrote major sections of federal grant applications; provided general administrative support for the Native Hawaiian and Pacific Islander Hawai'i COVID-19 Response, Recovery, and Resilience (NHPI 3R) Team and additional programs as requested throughout the organization.

Senate Committee on Indian Affairs, United States Senate | Washington, D.C.

June 2019-July 2019

Special Projects Intern

- Built a summary document of history and federal law regarding Native Hawaiians, established a foundation of knowledge and practice in the memorandum system and writing style of the US Senate, learned federal perspective on various health and public health programs, appropriations needs, and terminologies.
- Participated or observed over three dozen formal and informal engagements with staff from the Congressional Research Service, Indian Health Service, Office of Hawaiian Affairs, Council for Native Hawaiian Advancement, and Government Accountability Office in preparation for Senate hearings or bill writing and for Congressional training and networking; developed and revised question draft for Senator under guidance of committee staff.
- Attended over 20 additional professional development events, including closed speaking events by US Cabinet members and Congresspersons, and participated in two mentoring programs.

University of Hawai'i, Office of Public Health Studies (OPHS) | Honolulu, HI

September 2018-October 2019

Research Analyst (January 2019-October 2019); Research Assistant (September 2018-December 2018)

- Executed contractual obligations for the Hawai'i Opioid Initiative (State Opioid Response Grant; 5 H79 TI081725-02), including infographic design, logistics and technical assistance for ten regularly occurring meetings (weekly, monthly, and annual); assisted with project evaluation quarterly updates and annual report as well as overarching office structure and budget administrative meetings.
- Drafted major sections of Overdose Data to Action grant application (CDC-RFA-CE19-1904) as well as infrastructure for logistics (visual aids, comprehensive task lists, collaboration and partnership suggestions, supplies needed and budget comparisons, and more) for internal use.

- Represented State of Hawai'i at 2019 State Opioid Response grantee meeting to share about Hawai'i Opioid Initiative with other representatives from Region 9 and across the nation.
- Assisted in additional projects, including internal review board (IRB) application, creation and revision of simple infographics, evaluation logistics and activities for the Hawai'i Opioid Initiative (Data Driven Prevention Initiative; CDC-RFA-CE16-1606), synthesis of claims data models for presentation; and brief semi-structured literature reviews on subtopics within substance abuse and misuse.

ACTIVITIES

City & County of Honolulu Neighborhood Board #14 (Liliha/Puunui/Alewa/Kamehameha Heights), Subdistrict 5 Representative	August 2021-April 2023
Asian and Pacific Islander American Scholars, Scholarship Reader	March 2020-Present
Hawai'i Foodbank, Volunteer (Dry Salvage Area)	April 2020-August 2020
Hawai'i Young Health Professionals, Member	November 2019-October 2020
Student Activity Program Fee Board, University of Hawai'i, Board Member	May 2019-May 2020

HONORS, AWARDS, & SCHOLARSHIPS

McComas-Kobayashi Fellowship	Fall 2019
Gates Millennium Scholar, Class of 2011	August 2011-May 2019