



Tribal Marine Mammal Biologist Job Description

Location: Varies

Reports To: Tribal Fish & Wildlife Director

Supervises: Chugach Imaq Coordinator

Grade: 5

Status: Exempt

The Organization: This position will ideally be located within the Chugach region or Anchorage. However, other areas in Alaska may be considered. CRRC is a nonprofit inter-Tribal fish and wildlife commission established to address environmental and natural resources issues of concern to its seven member Tribes, located in the Chugach Region of southcentral Alaska. These include Chenega IRA Council, Native Village of Eyak (Cordova), Port Graham Village Council, Nanwalek IRA Council, Qutekcak Native Tribe (Seward), Tatitlek Village IRA Council, and Valdez Native Tribe.

Position Description: This position provides technical and research assistance to the Tribal Fish & Wildlife Director and the Tribes regarding marine mammal issues and needs while serving to promote the rights of the Chugach Region Tribes in choosing how to continue to meet their nutritional, cultural, and economic needs through sustainable marine mammal populations.

Primary Duties and Responsibilities

- Lead the Tribal Fish & Wildlife Department Marine Mammal Program
- Fulfill Marine Mammal Program strategic plan and Tribal needs.
- Be a point of contact for the Chugach Region on marine mammal issues.
- Attend all region marine mammal related board/committee/agency meetings.
- Build Alliance member capacity through technical support by researching and providing meeting training opportunities to Alliance members, tracking, and disseminating information to the Alliance on marine-related proposals that could impact the southcentral region, assisting Alliance members with developing proposals/testimony for the public process, and developing information on harvesting opportunities in the southcentral region.
- Attend all Alliance meetings.
- Prepare technical and research reports, such as environmental impact reports, and communicate the results to individuals in industry, government, or the general public.

A Tribal Organization Focusing on Natural Resource Issues Affecting the Chugach Region of Alaska

Chenega • Eyak • Nanwalek • Port Graham • Qutekcak Native Tribe • Tatitlek • Valdez Native Tribe

Chugach Regional Resources Commission
Marine Mammal Program Manager Job Description, cont'd

- Further marine mammal management goals of Chugach Region Tribes, consistent with traditional stewardship, sustainability, and self-reliance.
- Develop and maintain liaisons and effective working relations with the Tribes and partner organizations involved in related programs and projects, including the Tribal Fish & Wildlife Director, to encourage cooperative management strategies, develop information and interpret findings, and provide weekly and/or monthly progress and detailed reporting.
- Establish and maintain ongoing relationships with the Tribes, so CRRC can better understand the needs within the communities.
- Ensure effective participation from the Chugach region in all regulatory processes that affect marine subsistence resources.
- Promote and participate in scientific research for sustainable marine mammal populations and harvest activities from an eco-system wide approach.
- Determine appropriate research methods, including data gathering instruments, and providing analysis of data and research reports.
- Research, prepare, and present effective outreach and public education campaigns on marine mammal information to Tribes.
- Create presentations and posters, and present at various meetings, conferences, and gatherings related to the topics involving any projects, programs, and interests in the scope of this position.
- Represent CRRC in workshops, conferences, and training to assist Alaska Natives, Tribes, and communities in understanding marine mammal management processes and policies.
- Assist with the preparation of annual planning, grant applications and development, allocation of funds, recommending budget priorities, and the general allocation of funds based on annual needs.
- Work with the Tribal Fish & Wildlife Director and Coordinator to ensure timely and on-budget completion of grant objectives and reporting requirements.
- Support the Tribal Fish & Wildlife Director in marine mammal management and blood quantum issues in the region.
- Attend marine mammal-related conferences and meetings associated with a specific or general area of responsibility or as assigned or delegated by the Tribal Fish & Wildlife Director. Complete a trip report narrative for all attended conferences and educational events.
- Ensure timely and on-budget completion of grant objectives and reporting requirements.
- Assist with the preparation of annual planning, grant applications and development, allocation of funds, recommending budget priorities, and the general allocation of funds based on annual needs.
- Search and apply for funding assistance to supplement the Tribal Fish & Wildlife Department Marine Mammal Program and projects.
- Develop and implement the program's budget, in collaboration with the Tribal Fish & Wildlife Director, Executive Director, and CFO.
- Other duties as assigned.

Educational & Experience Requirements:

- Must have a Bachelor's in Natural Resource Management; a Master's degree is preferred.
- Or equal experience in the field.

Skills and Abilities:

- Knowledge of Federal, State, Local, and marine mammal regulations, laws, and legal codes.
- Experience researching, applying for, and managing grants with funding from different sources with complex rules for administering funds from these sources.
- Experience in researching, interpreting, and applying statutes, regulations, policies, and procedures.
- Excellent written and verbal communication skills.
- Excellent computer skills.
- Use logic and reason to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.
- Understand written sentences and paragraphs in work-related documents.
- Ability to apply general rules to specific problems to produce answers that make sense.
- Ability to research and prepare grant proposals.
- Ability to prepare budgets and interpret financial reports.
- Ability to manage program activity remotely.
- Ability to analyze and interpret complex information.
- Ability to work independently and collaboratively with a wide variety of personalities and personnel across the state (Tribal, private, State, and Federal resource agencies) at a broad range of levels in a fast-paced work environment.
- Ability to travel to meetings via vehicle or commercial aircraft and travel to remote areas which may include large and small aircraft, boats, and walking on rough or uneven ground.
- Familiarity with Chugach Region Tribes and cultures.

Employee is expected to embrace, support, and promote the core values of respect, integrity, trust, compassion, and quality which align with CRRC's Mission and Vision through their actions and interactions with all staff and partners.

THE CHUGACH REGIONAL RESOURCES COMMISSION IS AN EQUAL OPPORTUNITY EMPLOYER. PREFERENCE IS EXTENDED TO QUALIFIED AMERICAN INDIAN INDIVIDUALS FOR APPOINTMENTS TO ALL POSITIONS ON THE STAFF OF THE CHUGACH REGIONAL RESOURCES COMMISSION (Public Law 93-638 Indian Self-Determination and Education Assistance Act, Indian Preference Act, and the Indian Civil Rights Act, 1968 apply). Preference will be given to a Native from the Chugach Region or person who is knowledgeable of the region's language, culture, and language.

Acknowledgment and Acceptance:

Employee Date

Executive Director Date