



Ahtna Intertribal Resource Commission

PO Box 613 – Glennallen, Alaska 99588
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POSITION DESCRIPTION

Position: Subsistence Specialist	Location: Glennallen, Alaska
Salary: 55,000 – 65,000 DOE	Reports To: Executive Director

The Ahtna Intertribal Resource Commission (AITRC) was established in 2011 as part of a long-standing desire of Ahtna tribes and organizations to conserve, manage, and develop the fish, wildlife, and plant resources of the Ahtna region according to culturally-relevant values. The core purpose of AITRC is to exercise tribal sovereignty and self-determination to promote traditional resource stewardship on the ancestral lands of the Ahtna people.

Summary: Assist AITRC’s staff with various projects including but not limited to fish, wildlife, and cultural research across the Ahtna Territory. Review State and Federal proposed changes in regulations that affect hunting & fishing in the Ahtna Region, meet with AITRC’s Fish and Wildlife committee to review these changes. Attend State and Federal meetings that affect fish and wildlife in the Ahtna region, and provide written comments and/or public testimony. Some overnight travel throughout the State is required.

Responsibilities:

- Work with and report to the AITRC’s Executive Director to implement project goals and objectives.
- Gain an understanding of Federal and State management systems as it relates to the Alaska Native Claims Settlement Act (ANCSA) and Alaska National Interest Land Conservation Act (ANILCA).
- Assist in the coordination of AITRC Fish and Wildlife Committee meetings, agenda, and reports.
- Coordinate and disseminate a calendar of events for regulatory meetings that affect the Ahtna region.
- Must become familiar with Alaska State and Federal regulations, the regulatory process, and have the ability to convey this information to Tribal Citizens and rural residents.
- Review proposals and draft comments on local, State, and Federal agency management plans, policies, and regulations that affect the Ahtna Territory.
- Attend the Board of Fish, Board of Game, Federal Subsistence Board, Local Advisory, Regional Advisory Councils, and other regulatory meetings and testify or submit written comments as needed.
- Maintain files of participation in regulatory processes that pertain to the area.
- Read and understand technical material including: public testimony, draft regulations, legal opinions, court rulings, and other documents.
- Assist Tribal Citizens and rural residents with developing their written and oral testimony as needed.
- Assist in communications between Ahtna tribes and agencies for Fish and Wildlife Committee.
- Assist AITRC staff in writing regulatory proposals.
- Track and monitor all proposed legislation regarding and/or impacting the Ahtna territory.
- Other duties as assigned.

Knowledge, Skills, and Abilities:

The successful candidate is required to demonstrate:

- Must be a high school graduate, have a GED or equivalent.
- Must possess good writing and verbal communication skills
- Must be neat and professional in actions, personal appearance, and attire.
- Must be able to work independently.
- Must have and maintain a current Alaska Driver’s license.

- Familiarity with and understanding of Ahtna Native culture and willingness to respect and honor Native lifeways and traditions is required.
- Must be able to interact effectively with the Ahtna people and stakeholders.

Preferred Qualifications:

- A sound, basic understanding of ANCSA, ANILCA, and other pertinent laws and regulations.
- Previous experience or training in Tribal Self-governance is preferred.
- Experience and knowledge of Alaska Native cultures.

Highly desirable knowledge, skills, and abilities for this position include:

- Must have a degree in Tribal Governance or equal experience.
- Experience with report writing.
- Knowledge and understanding of State and Federal regulations and policies.
- Valid driver's license

NOTE: Hiring preference will be given to Ahtna Tribal citizens.

TO APPLY: Please send a cover letter, resume, and 3 professional references to:
connect@ahtnatribal.org. **DEADLINE to APPLY:** Open until Filled.