



Ahtna Intertribal Resource Commission

PO Box 613 – Glennallen, Alaska 99588 www.ahtnatribal.org
 Phone: (907) 822-4466 Fax: (907) 822-4406 connect@ahtnatribal.org

POSITION DESCRIPTION

Position: GIS Specialist/ ISN Project Coordinator	Location: Glennallen, Alaska
Schedule: 40 Hours Per Week	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: AITRC is employing a Geographic Information System (GIS) Specialist/Project Coordinator to first, develop and maintain the AITRC GIS mapping system, and secondly, to assist with modifications to the Ahtna Indigenous Sentinels Network (ISN). The ISN is a database formed for documentation of natural resource data collection that will include local and traditional knowledge of wildlife and fisheries in the Ahtna Traditional Use Territory. The project’s goals and objectives include documenting and integrating Ahtna indigenous knowledge and observations into a Tribally run database that will help to better inform research and policy.

Responsibilities: This position will work with and report to the AITRC Executive Director and implement the ISN project goals and objectives.

- Update the AITRC ArcGIS mapping database with new information
- Assist partner organizations with mapping projects
- Coordinate with departments and other organizations on field data collection
- Work with the Alaska Conservation Foundation (ACF) and AITRC staff to develop an app and database
- Coordinate meetings with the tribes and tribal leaders
- Attend and engage in the Indigenous Sentinels Network meetings and trainings
- Attend training and receive certification for drone operations
- Assist the Executive Director with other duties as assigned.

Knowledge, Skills, and Abilities:

The successful candidate is required to demonstrate:

- Strong background in ArcGIS applications including ArcMap and ArcPro, as well as AGOL programs such as Survey123 and Field Maps
- Familiarity with managing data in a file geodatabase or shapefile formats
- Knowledge of or willingness to learn the Ahtna Traditional Use Territory geography, cultural history, and regional hunting and fishing customs and practices
- Excellent attention to detail and organizational skills
- Ability to be reliable, punctual, and consistent in all job duties and responsibilities
- Ability to communicate effectively verbally and in writing including technical reports
- Experience conducting interviews with Alaska Natives and subject matter experts
- Proficiency in using computers and computer software
- Able to travel

Minimum Qualifications:

- Bachelor's degree from an accredited university with a focus in GIS, Biology, Ecology, or related discipline; or
- Associate Degree and two (2) years GIS experience; or
- Any equivalent combination of experience, education, and training that provides the necessary knowledge, skills, and abilities
- Valid driver's license
- Must pass a background record check

For more information: go to www.ahtnatribal.org or call AITRC at 907-822-4466

To Apply: Send application, cover letter, resume, and 3 references to connect@ahtnatribal.org.

Note: Hiring preference may be given to Ahtna tribal citizens