



Aleutians East Borough Job Description

Fishery Analyst

(Anchorage Office)

Job Summary

The Natural Resources Department is established in Aleutians East Borough Municipal Code (AEBMC) 2.60. The department is responsible for the identification of land and interests in land that are appropriate for selection by the Borough under any entitlement; the acquisition, management and disposal of land interests in land; the study, investigation and monitoring of fish, wildlife and other natural resources within the Borough; the promotion of development, use and renewal of natural resources within the Borough; the provision of assistance and guidance, to other responsible parties, on the protection, development, management, and renewal of natural resources within or affecting the Borough and maximizing benefits to the Borough and its residents from the presence, development, use and renewal of natural resources within and affecting the Borough.

The fishery analyst position will primarily focus on addressing constituent needs and interests through applied fisheries research; leveraging local knowledge and capacity of cooperative research and using emerging technology and data modernization to improve fisheries data collection and/or operations. The fishery analyst may also be responsible for assisting the Director in completing many of the functions outlined above, as needed.

This is an exempt, regular full-time salaried position.

Major Duties

- Provide guidance to Borough officials, employees and other parties or consultants on the protection and management of natural resources within or affecting the Borough.
- Work with local fishermen, seafood processors and other agencies/stakeholders to monitor and support the stewardship of the sustainable fisheries within the Borough.
- Stay informed of news, research and regulatory action affecting natural resources within the Borough.
- Manage projects and secure funding as needed, for the benefit of the Borough natural resources.
- Evaluate ways to increase the value of the fish resource.
- Develop state and Federal fisheries regulations, as needed.

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- Complete state and Federal permitting, as needed.
- Conduct marine-based field work, as needed.
- Participate in Board of Fisheries Meetings, North Pacific Management Council Meetings and other meetings as required.
- Other duties as assigned.

Job Requirements

- Bachelor's degree required; master's degree in marine biology or related area preferred. Fisheries or other resources related experience may be substituted for degree work at the discretion of the Borough Mayor.
- Demonstrates proficiency with all the component tasks listed in "Major Duties" above.
- Demonstrates ability to take direction and then work independently to complete assigned tasks.
- Works closely with the Aleutians East Borough Mayor, Aleutians East Borough Administration, Aleutians East Borough Natural Resource Director, Aleutians East Borough Staff and Consultants.
- Ultra-reliable person with excellent judgment.
- Quick learner with the ability to accept and process feedback, who can document a history of outstanding productivity while generating exceptionally high quality of work.
- Ability to use data (social, economic, biological) to formulate charts and presentations.
- May be required to work more than the standard forty (40) hour week or outside of normal business hours.
- Will be required to travel to conduct fisheries research and participate in fishery and other resource meetings within the Borough and elsewhere as needed.
- Prefer familiarity with the Aleutians and/or rural Alaska.

Preferred Skills

- Must be well acquainted with our region and have a good understanding of the Aleutians East Borough fisheries.
- Must have good working knowledge of fishery regulations in Alaska and the North Pacific, including the Magnuson-Stevens Fishery Conservation and Management Act.
- Should have working knowledge of the biological, ecological, historical, and socioeconomic background for commercially important species in the Aleutians East Borough.
- Ability to understand, synthesize and disseminate complex policy issues and research.
- Has experience using statistical computing software such as R and Excel and a basic understanding of database management.
- A broad range of developed communication skills are required, including public speaking and debate, writing reports, desktop, and webpage publishing, and listening to gain knowledge.

Work Environment

Work is performed in an office environment with a remote option (upon Administrator approval) and in the field. This consists of considerable action with people, both in person, via e-mail and by phone, and desk work using computer and other office equipment. Field work may occur on vessels and other locations. Extensive travel is required.

Supervisory Control/Responsibilities

The Fishery Analyst reports to the Natural Resources Director or Borough Mayor.

Compensation

This is a regular, exempt, full-time, salaried position. Work hours may vary on a daily and weekly basis. The salary range is from \$75,000 per year (\$36.05 per hour) to \$105,000 per year (\$50.48 per hour), depending on experience. This position includes customary AEB benefits for regular employees (PERS retirement, health coverage for employee with coverage for family members available at employee’s expense, paid holidays, paid vacation, workers’ comp, etc.). The Borough does not participate in social security deductions but a deferred income, retirement benefit is available to all employees.

APPROVED:

Anne Bailey

Borough Administrator

9/15/2023

Date