



## **POSITION ANNOUNCEMENT**

### **Assistant Hatchery Manager Kitoi Bay Hatchery, Kodiak, Alaska**

Kitoi Bay Hatchery is a unique and diverse Pacific salmon production facility (215 million pink, 36 million chum, 2.3 million coho and 850,000 sockeye salmon eggs) located on Afognak Island approximately 25 miles from the City of Kodiak, accessible only by floatplane or boat.

Under the general direction of the Hatchery Manager, this position is integral to the operation of a remote salmon hatchery and requires management-level decision making capability on a 24-hour basis.

#### **Duties include:**

- Supervises and directs work schedules and activities of technicians and fish culturists, instructs personnel in the performance of duties. Writes performance evaluations as assigned by the hatchery manager.
- Serves as Site Safety Officer and is responsible for monthly safety training and briefing.
- Primary purchasing agent for onsite programs and must coordinate freight and shipping arrangements. Maintains and keeps current the hatchery purchasing log and must coordinate updates with Administrative staff.
- Supervises or directs egg-takes, marking and tagging, and production schedules according to established standards and hatchery best practices.
- Prepares feeding and rearing schedules based on calculated growth rates, prepares feed, supervises and/or performs necessary feeding activities.
- Operates, cleans and adjust hatchery apparatus such as automatic fish feeders, water filters, ultraviolet water deputation units, electronic measuring devices, and electronic egg and fish counters.
- Examines fish for diseases or nutritional disorders, coordinates results with fish pathologists, and takes recommended action.
- Maintains and measures water supplies to provide the desired quality, quantity, and temperature to incubation and rearing units, takes water samples and measures DOs and TDGs. May clean water and bacterial filters, ponds, troughs, tanks, incubators, screens and work areas.
- Prepares stocking schedules, assists with transporting and stocking fish via barge or floatplane.
- Maintains and evaluates records of fish mortality, growth and adult sexual maturity. Keeps records of numbers of fish on hand, shipped or planted; prepares work schedules and routine reports of hatchery activities.
- Assumes direct supervision and responsibility for the facility in the absence of the Hatchery Manager.

- Assists visitors by providing information about hatchery operations.
- Assists and advises in various research or management projects.
- Assists hatchery manager in the preparation of annual reports, operational plans and budgets.
- Performs related work as assigned.

**Knowledge, skills and abilities:**

Knowledge of Alaska fishery biology and pacific salmon hatchery operations and procedures, including principles and practices of aquaculture and new technologies; procedures and practices for identification and treatment of dietary disorders, fish diseases and parasitic infections of eggs, fry, fingerlings and smolt; fisheries development and improvement projects; planning, organizing and conducting research, surveys and logistics.

Ability to analyze data, facts or information and draw logical conclusions; conduct fry/smolt research; use field and lab equipment, tagging and sampling gear, computer and computer software; operate open skiffs and outboard engines in marine and fresh water; maintain records, perform technical hatchery studies and prepare correspondence, reports and articles; evaluate and train lower level employees, communicate with others, both verbally and in writing; maintain favorable public relations and work an extended and irregular work schedule.

Must have a positive attitude and the ability to encourage, motivate and work cooperatively with seasonal and permanent staff. Must have excellent communication and organizational skills and the ability to multi-task, troubleshoot problems, and implement corrective actions. Must have the ability to apply good judgment and appropriate decision-making with regard to professional and personal aspects of working and living at a remote site.

**Minimum Qualifications:**

Bachelor's degree in aquaculture, fisheries or related field. Minimum 2 years of experience as a Fish Culturist or Assistant Manager at a salmon hatchery or aquaculture facility. Experience may be substituted for education on a case-by-case basis. Work history should show related experience with increasing levels of responsibility and favorable employer evaluations regarding experience, skills, aptitude and attitude.

Special skills, helpful in performing duties but not required: current RedCross, ETT, EMT, or Wilderness First Aid certification.

Ideally, the successful applicant would have a strong multi-species fish culture background and experience in Alaskan remote hatchery operations, fish pathology and biosecurity, egg-takes, incubation and eyed egg processing, freshwater rearing, management of water, alarm and diesel generation systems, cost recovery harvest operations, developing feed orders and strategies, maintaining and developing computer spreadsheets and files, and a general knowledge of maintenance and plumbing.

This position requires working in the presence of Kodiak brown bears, and the ability to handle firearms and exercise bear safety is paramount. KRAA will conduct a background check prior to formal hire.

Employees must also possess the following abilities:

- Ability to adhere to safety rules and other reasonable regulations pertaining to the position.
- Ability to refrain from violence.
- Ability to work in cooperation with other workers within the organization.

**WAGE/BENEFITS:** This position is a full time, year-round position. On-site, private housing and utilities are provided. There is weekly mail service. Phones, internet and satellite TV are available. Moving expenses to the City of Kodiak are subsidized up to \$5,000. KBH employment offers the advantages of remote living with access to exceptional outdoor recreational opportunities.

- Starting Salary is DOE, from \$51,840 to \$56,280 per year. Rotating Primary Site Responsibility is required as a condition of employment and provides additional compensation for professional-level staff members. This position is eligible for annual performance-based salary increases.
- Excellent benefit package: 12 paid holidays, quarterly R&R flights, annual leave/paid time off, medical-dental-vision-prescription insurance, and a 401(k) retirement plan with a generous employer contribution.

**Preferred Start Date: May 25, 2023.**

**OPEN UNTIL FILLED**

Provide a cover letter and resume including three references to:

**Tina Fairbanks**

KRAA Executive Director  
104 Center Ave; Suite 205  
Kodiak AK 99615  
888-486-6555  
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AND

**Lauren Deal**

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