



# ORGANIZED VILLAGE OF KASAAN

P. O. Box 26-Kasaan  
(907) 542-2230

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☛ (fax) 907-542-3006

## HARVEST SURVEY TECHNICIAN

**\$13.00 - \$15.00 per hour**

### I. **Summary:**

The Harvest Survey Technician will work across the Prince of Wales Island conducting household surveys in various communities with respect to the Steelhead Subsistence Harvest. This position is classified as a full-time seasonal position. The Harvest Survey Technician will report directly to the Harvest Survey Project Coordinator.

### II. **Duties and Responsibilities:**

1. Attend training to conduct door-to-door surveys. This will be done in the evenings and on weekends to be able to be able to survey people when they are at home.
2. Conduct surveys and record responses accurately. Provide information to survey participants by answering questions and requests.
3. Keep field records and present collected information in an orderly fashion to the Project Coordinator by scheduled deadlines.
4. Maintain professional and technical knowledge of survey information, as well as keeping survey information confidential.
5. Other duties as assigned.

### III. **Required knowledge, skills, and abilities:**

1. Excellent customer service principles and practices and demonstrated ability to work with the public in a respectful and courteous manner.
2. Ability and willingness to keep confidential records.
3. Excellent verbal and written communications, including, ability to communicate professionally in person in a positive manner.
4. Ability to work independently and collaboratively
5. Ability to maximize degree of professionalism and diplomacy with those who may be experiencing a high degree of stress both mentally and/or physically (for both participants and co-workers).

### IV. **Minimum qualifications:**

Valid Alaska State Driver's License  
High School diploma/GED  
Native Preference will apply

### V. **To apply:**

Contact OVK for an application at (907) 542-2230 or [mike@kasaan.org](mailto:mike@kasaan.org)

**PLEASE APPLY BY JUNE 21, 2009, by 5:00 p.m.**

The Organized Village of Kasaan is committed to promoting, preserving, and protecting indigenous Haida identity and values. For our elders and youth, we look to the future in unity, by developing economic opportunities, promoting education, and utilizing our cultural, natural, and social resources.

