



OUTDOOR RECREATION PLANNER Job Description

A. INTRODUCTION

The position of Outdoor Recreation Planner will be employed by Alaska Trails and will work collaboratively with the Rivers, Trails, and Conservation Assistance program (RTCA), Alaska State Parks, and Alaska Trails. The purpose of this position is to perform a variety of program and project duties associated with the update of the Alaska Statewide Comprehensive Outdoor Recreation Plan (SCORP), now in progress. The main objective of the position is to continue assisting State Division of Parks in setting up the overall process and the specific tasks, products, and schedule needed to create a high value SCORP. The position is temporary and will last through 2022.

B. MAJOR DUTIES

[70%] Develops and coordinates planning processes, in cooperation with state or affiliated units, other federal and state agencies, local community representatives and other stakeholders, which will lead to the establishment of regional and statewide strategies for outdoor recreation. Includes, as needed:

- Take a primary role in organizing and supporting progress on SCORP regional chapters, helping the identified regional facilitators to further develop and refine the chapters.
- Take the lead regional facilitator role in specific locations, currently including Anchorage, the Kenai Peninsula and rural Alaska
- Continue to help organize meetings and guide discussion of the Statewide Advisory Group (SWAG); continue with the lead role on Funding section.
- Writes and edits sections of the SCORP from input of core planning groups and the public.
- Assist the Division of Parks with the drafting of the full final SCORP.
- Conducts workshops and trainings, and organizes and facilitates meetings both in-person and virtually for audiences with a wide range of subject knowledge and experience.
- Writes and/or coordinates the production of project reports, correspondence and briefing materials related to significant project issues, controversies, or milestones.

[20%] Helps organize and implement the research and public engagement and review process, including surveys, mobile data, and distribution and review of the draft SCORP

- Supports the State Division of Parks in structuring survey and data analysis methodology and process to provide robust research data for the SCORP.
- Works with survey and mobile data analysis contract companies to develop research methods for analyzing outdoor recreation supply and demand in Alaska.
- Works with the media and develops a network of key resource professionals, program providers, government officials, interest groups and other stakeholders to encourage participation in the planning process and develop support for its outcomes.

[10%] Performs other tasks and duties as assigned.

C. KNOWLEDGE REQUIRED FOR THE POSITION

- a. Strongly preferred – active role in all dimensions of the SCORP process over the last year, including specific issues, challenges, and opportunities at regional and statewide scales. Established relationships with key regional and statewide partners.
- b. Professional knowledge, skills, and experience in the principles of Alaska outdoor recreation planning, cultural heritage and natural resource protection, as well as land use planning.
- c. Successful experience in developing plans and planning strategies at various scales and designing implementation strategies that involve different levels of Alaska government, non-profit and the private sector including public involvement strategies to ensure broad public review of proposed plans/projects.
- d. Ability to communicate well, orally and in writing, to accomplish work and to involve a variety of groups and organizations sufficient to the needs of the projects undertaken; to be able to maintain effectiveness and communicate needs, ideas, and recommend actions and solutions to problems to a variety of audiences.
- e. Ability to lead and facilitate meetings and working group sessions, including the ability to coordinate and deal effectively with groups of people with diverse backgrounds, personalities, and interests, including Alaska leadership and employees.

D. WORK SCHEDULE

OR Planner position will start work as soon as possible, preferably by Dec 1, 2021, but no later than January 2022 and finish by December 31, 2022. The schedule for the year will be divided into several work objectives.

By March 31:

Completion of public and land manager surveys, working with contractors
Completion of mobile data analysis, working with a contractor
Incorporation of survey and mobile data into the SCORP draft
Preparation of SCORP draft for public review

April 1 – August 31:

Completion of public review process of the SCORP draft

By December 31:

Edit and finalize the final SCORP document, incorporate public review input
Submit the final SCORP to the National Park Service

Compensation: Compensation starts at \$30 per hour DOE.

To Apply:

Email a resume, a brief cover letter describing your experience and qualifications, and three references to office@alaska-trails.org Reference the job title “Outdoor Recreation Planner” in the subject line. The position is open until filled, but priority will be given to resumes received by November 30th, 2021. More information <https://www.alaska-trails.org/jobs>

Location: Anchorage, Alaska