

Role / Task	Duties	Who?
Grant oversight	Maintains oversight of the budget Consolidates quarterly reports from HSC for edit and submission Pro-actively seeks further funding to support HSC short-and-long term goals	Kristy Clement, AFDF
Hatchery Steering Committee (HSC)	Communicate the vision for AKCRRAB, articulately and often Sets clear, achievable objectives for the hatchery, within a 3 year scope: Production numbers + timing Research objectives Pro-actively seeks further funding Establishes strategic partnerships Quarterly reporting of AKCRRAB program milestones Support AC to develop team's content knowledge: Provide PD opportunities and materials Permitting / regulatory work	Ginny Eckert, AK SeaGrant Heather McCarty, CBSFA Ben Daly, ADFG
Project Management (PM)	Leads hatchery team to deliver goals within timelines Implements a work calendar Holds weekly meetings with hatchery team Maintains direct line of communication with Trident Seafoods Plant Manager Attends professional development	Shiona Melovidov, CBSFA
Aquaculture consultant (AC)	Articulate the planning of annual hatchery goals with support of the HSC Further develops SOPs for use in the St Paul hatchery Supports data collection Supports system-troubleshooting Quarterly reporting Attends weekly meeting with PM + HM Leads professional development (with HSC?)	Jeremy Esposito, The Salty Farmer
Lead technician (LT)	Provides AC + PM with progress and roadblocks, each week Maintains an open line of communication with Trident Seafoods Gives critical feedback to employees in a timely manner Set and maintain a high safety standard, at minimum with Trident standards Leads crew & takes initiative to allocate staff & resources to:	Cal Kashiverov, CBSFA

	Ensure that life support systems remain functional, 24/7 Stay on schedule/target with production goals Ensure inventories of supplies are maintained Maintain ample daily food supply, of high nutritional value Facilitate weekly scheduling amongst hatchery technicians + HM Works with HD to establish and train employees on standard operating procedures (SOPs)	
Feed prep	Prepares solutions (cleaning, enrichment formula,) in a sterile manner Keeps supply inventory, low qt's are brought to HM's attention Pro-actively cultures brine shrimp in accordance with SOPs Perform daily artemia counts + prep feeds for larval crab Sanitize and disinfect tanks and equipment each day	Teighan Shore, UAF Liz Heidbrink, UAF Cal Kashiverov, CBSFA
Animal Husbandry	Prioritizes animal health through proactive husbandry practices: AM + PM walkthroughs; correct issues and report any malfunctions to supervisor Performs water changes as scheduled Proactive in sanitizing and disinfecting tanks Records daily information (water quality data, husbandry activity, observations, etc.) Feeds are prepared and performed as scheduled, in accordance with SOPs	Teighan Shore, UAF Liz Heidbrink, UAF Cal Kashiverov, CBSFA
Lab Upkeep	Records daily information (water quality data, husbandry activity, observations, etc.) AM + PM walkthroughs; correct issues and report any malfunctions to supervisor Keeps supply inventory, low qty's are brought to HM's attention Keeps solutions filled Maintains a high standard of lab cleanliness	Teighan Shore, UAF Liz Heidbrink, UAF
Research	Carries out research set by the HSC: - Further develops Blue Crab culture techniques Ensures data viability Works with HD, HM to develop SOPs for research projects Follows SOPs to maintain experiments and record applicable data in a timely manner	Teighan Shore, UAF
Professional Development (PD)	Commits time each week to read materials Comes prepared to scheduled meetings, and participates in the discussion with relevant information and questions Suggest materials / lead activities which achieve AKCRRAB PD goals	Teighan Shore, UAF Liz Heidbrink, UAF Cal Kashiverov, CBSFA Shiona Melovidov, CBSFA

