



NOW HIRING

PROJECT MANAGER, ANGOON DIGITAL WALKING TOUR PROJECT

Overview:

This part-time contract position will be responsible for overseeing successful development of the Angoon Digital Walking Tour Project.

Time Commitment:

The contract period of performance will initially be May 10-December 15, 2021. The contract period may be extended, based on the amount of grant funding that is received for this project. Initial level of effort will be approximately 60 hours per months over the 8-month project period.

Roles and Responsibilities:

- Coordinate with Grant Writer, Jon Wunrow, to review project grant(s) to understand funder expectations and reporting requirements
- Coordinate with Angoon schools to recruit and confirm participation of up to six youth (may be more with additional grant funding)
- Recruit and confirm participation of 4-5 Elders and Cultural Historians (may be more with additional grant funding)
- Purchase necessary digital recording equipment
- Work with youth to develop interview questions that focus on Tlingit culture and values, local history, local locations and buildings of interest, etc.
- Develop interview protocols and schedule, including obtaining appropriate permissions to share the information that is gathered
- Schedule and record interviews of Elders and Cultural Historians
- Research audio production companies and obtain cost estimates for editing audio tapes
- Research smart phone aps for developing walking tours
- Oversee project budget
- Coordinate with Grant Writer, Jon Wunrow, to complete all required grant reporting

Compensation:

The contractor will be paid \$25 per hour for a total of 480 hours (approximately 60 hours per month) up to \$12,000. Invoices will be submitted for payment on the last day of each month.

To Apply:

Applicants should submit an email expressing interest to info@kootznoowoo.com no later than April 30, 2021. Depending on the number of interested applicants, an interview process will be developed.