



Position Title: Deputy Program Manager, Bristol Bay Sustainable Communities

Reporting to: Chief Strategy Officer

Hours: Full-time | FLSA Status: Exempt

Salary: \$60,000-\$75,000

Location: Alaska (Residents of the Bristol Bay Watershed strongly encouraged to apply)

Position Summary

Alaska Venture Fund believes that by pursuing bold ideas, choosing sustainable strategies, and investing in new economies, Alaska can become the blueprint for a more just and prosperous future. We are currently seeking a driven, detail-oriented individual to serve as a Deputy Program Manager for our Bristol Bay Sustainable Communities ventures. AVF's work in this region includes supporting community-led regional investments, partnerships, and planning to ensure the future of the Bristol Bay Watershed and communities is grounded in the priorities, values and strengths of the region's residents.

The deputy will partner closely with the Bristol Bay Program Manager to advance community-driven projects and priorities. The person in this role will serve as a regular point of contact for Bristol Bay Watershed residents; will work with the Bristol Bay Program Manager to implement key projects and investments, with a particular focus on the Iliamna Sustainable Communities Initiative (ISCI); and will contribute to the development of formal and informal regional collaborations, working groups, forums, and planning processes.

Responsibilities & Tasks

- Develop, seed, and lead projects and relationships that benefit the communities and people of Bristol Bay, other rural Alaska regions, or Tribal entities;
- Serve in a co-leadership role to implement AVF's Iliamna Sustainable Communities Initiative, and other place-based work in the Bristol Bay region;
- Develop partnerships that maximize durable, sustainable impact in the Bristol Bay region;
- Support community-led planning processes that result in actionable projects;
- Provide guidance to and lead or co-lead on implementation of specific Bristol Bay region and ISCI initiatives;
- Manage contracts related to Bristol Bay and ISCI initiatives;
- Ensure community-identified initiatives in the Bristol Bay region are linked to AVF's strategic and financial resources;
- Collaborate with the full AVF team and project leads to advance community sustainability initiatives across Alaska.

Requirements

- Eight or more years supporting the implementation of programs and projects in Alaska, with at least four of those in roles with direct responsibility for delivering results;
- Experience working with Alaska Native people, organizations, and communities;
- Demonstrated experience managing projects with long time horizons, and coordinating the contributions and participation of a broad set of stakeholders;
- Direct experience uplifting the needs and perspectives of underserved populations;
- Strong project management skills. Experience managing contractors is a plus;
- Familiar with the nuances of travel and hosting meetings in rural Alaska;
- Able to travel periodically to rural/remote Alaska for work;
- Strong alignment with Alaska Venture Fund's values and a commitment to building a more sustainable future for all Alaskans;
- Familiarity with the Bristol Bay region, its driving industries, and its people and cultures;
- A nuanced understanding of Alaska – its peoples, issues, and values;
- Strong background working in Excel/Google Sheets, Word/Google Docs; experience with or willingness to learn team collaboration tools such as Slack;
- Minimum of a bachelor's degree; master's is preferable. Suitable work experience can substitute for academic training;
- Able to work from home.

Attributes

- Curious, disciplined, and results-oriented. Able to convert big-picture strategies into component parts and take steps to advance them;
- Confident self-starter who can advance projects independently, with the discipline to reach out proactively to teammates to brainstorm or troubleshoot in partnership;
- Comfortable with ambiguity and confident moving ahead on projects that are experimental in scope;
- Motivated, flexible, and organized, with strong attention to detail;
- Commitment to the principles of diversity, equity, and inclusion, and awareness of these issues within the Alaskan context;
- Strong time management skills;
- Able to work from home without adverse impact on work and accountability;
- Able to raise issues or concerns in a productive manner, with an eye toward respectful collaboration, problem solving, and proactive resolution.

Overview of Alaska Venture Fund

Alaska Venture Fund is a philanthropic partner and social-change incubator building a more sustainable future for Alaska and beyond. Together with our partners, we pursue bold ideas, building new models of collaboration and collective action to create lasting change. We believe that by embracing Indigenous

principles, choosing sustainable strategies, and investing in new economies, Alaska can become the blueprint for a more just and prosperous future. For more information, please visit alaskaventure.org.

Benefits

Alaska Venture Fund offers an exceptional and comprehensive benefits package that includes employer-paid health, dental, and vision insurance, 3% automatic contribution and a 3% match on 401k contributions, pre-tax transportation benefits, and paid holidays, vacation, sick, and volunteer time off.

How to Apply

To begin the application process, please send your resume, an example of your writing, and a cover letter along with the names of two references to info@alaskaventure.org using the subject line: "Name of Applicant - Deputy Program Manager, Bristol Bay Sustainable Communities" The first round of applications will be reviewed on a rolling basis. Applications will be accepted until the position is filled.

Hiring Statement

Alaska Venture Fund is a project of New Venture Fund (NVF), a 501(c)(3) public charity that incubates new and innovative public-interest projects and grant-making programs. NVF is committed to attracting, developing and retaining exceptional people, and to creating a work environment that is dynamic, rewarding and enables each of us to realize our potential. NVF's work environment is safe and open to all employees and partners, respecting the full spectrum of race, color, religious creed, sex, gender identity, sexual orientation, national origin, political affiliation, ancestry, age, disability, genetic information, veteran status, and all other classifications protected by law in the locality and/or state in which you are working.

To center the safety and well-being of its employees, New Venture Fund requires that any employee who is required to conduct in-person activities for their job must be fully vaccinated against COVID-19 within four weeks of their start date. This position may require candidates to be fully vaccinated against COVID-19. Accommodations may be sought and approved in accordance with the law by contacting human resources at hr@newventurefund.org.

Effective: 08/18/22