

Alaska Fellows Program position description

Alaska Venture Fund
<https://alaskaventure.org/>
Wildfire Initiative Fellow

Anchorage, Alaska

This position is part of the [Alaska Fellows Program](#). All fellows live together, “in community,” in their respective host site. Each host site is unique and remarkable.

Fellows receive housing, a \$1200 monthly living stipend and a \$750 relocation stipend. The fellowship includes facilitated and funded opening and closing retreats.

For other questions about the application process, email applications@alaskafellows.org.

Work Term: September 1, 2025 - May 31, 2026

Host: Alaska Venture Fund

Position Title: Wildfire Initiative Fellow

Location: Anchorage, AK

Contact: Erin Harrington (erin.harrington@alaskaventure.org)

About Alaska Venture Fund

Alaska Venture Fund (<https://alaskaventure.org/>) is a philanthropic partner and social-change incubator building a more sustainable future for Alaska and beyond. We believe 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. Though we are a non-profit, we approach our work with the spirit of a venture fund, driving for major impact and tolerating risk in the service of transformational change.

Position Summary:

Alaska Venture Fund is seeking a dedicated and dynamic Fellow to support our Wildfire Initiative. The Fellow will play a vital role in assisting with the planning and execution of wildfire-related activities, contributing to research efforts, and supporting community engagement and training initiatives. This position offers a unique opportunity to work at the intersection of climate change, community resilience, and environmental stewardship in Alaska.

Key Responsibilities:

- Plan and coordinate meetings related to the Wildfire Initiative.
- Conduct research and assist in preparing wildfire response plans for partner communities.
- Support the development and delivery of trainings in rural and remote communities.
- Coordinate with partners researching the impacts of increased wildfire activity in Alaska on global climate change.
- Research and communicate the implications of wildfire activity and wildfire interventions on climate outcomes.
- Conduct outreach to communities and partners on wildfire initiative priorities.
- Prepare educational and training materials for use in community settings.
- Provide general programmatic support to the wildfire team, assisting with various initiatives and projects as needed.

Qualifications:

- Strong research and analytical skills, with the ability to synthesize complex information.
- Excellent written and verbal communication skills.
- Experience in planning and coordinating meetings or events.
- Ability to work collaboratively with diverse partners and communities.
- Interest or background in climate change, environmental science, public policy, or related fields.
- Flexibility and adaptability to support various programmatic needs.

Keys to Success

- Initiative and ingenuity: You leverage resources creatively to solve problems and dive right in to take a concept from idea to implementation. You often consult with others, but you can also propose solutions in the best interest of the project and get things rolling without much guidance.
- Ownership and resilience: You care deeply about getting results. You gather information, seek input, and drive work forward to the finish line. You think 3 (or 30) steps ahead to develop solutions, anticipate problems, and course-correct when needed. You hold a high bar even when things are hectic and bounce back from setbacks by turning each hurdle into a learning opportunity.
- Relationship-building: Part of your job is connecting with people from many different backgrounds. You find (and even create) opportunities to deepen connections and build authentic, mutual relationships with partners across lines of difference. You truly welcome viewpoints that differ from your own, and you're able to "sit with" discomfort when people express themselves in ways that aren't familiar to you.

Location: Anchorage. This position may involve travel to rural and remote communities in Alaska. The role will be hybrid, with some required work days in AVF's Anchorage office and some days possible for work from home.

Work Authorization: We are unable to assist in obtaining a work visa.

Application Materials: Applicants should submit a cover letter, resume, and names and contacts for three references.

To Apply: Please complete the google form linked [HERE](#) including submitting all requested application materials.

For questions please contact Erin Harrington (erin.harrington@alaskaventure.org)