

Job Description

Position Title: Manager of Strategic Partnerships

Department: Outreach

Classification: Exempt, full-time

Reports To: Director of Outreach

Location: AWL is located in Washington, DC, candidates remotely based in the western U.S. will also be considered.

Background

Alaska Wilderness League is the only nationally-based conservation group devoted full-time to protecting public lands and waters in Alaska including the Arctic National Wildlife Refuge and Tongass National Forest. Founded more than 25 years ago, Alaska Wilderness League's mission is to galvanize support to secure vital policies that protect and defend America's last great wild public lands and waters.

Primary Role

The Manager of Strategic Partnerships coordinates and supports the League's work with national and state partners and networks, including businesses, nonprofits, and organizations. This work has a strong focus on bringing together communities of different experiences and backgrounds to connect with and advance the League's issues. This includes introducing the League's work to new target partners, fostering and growing the involvement of current partner and network groups, researching and developing important advocacy materials, coordinating and supporting the relationships managed by other staff, writing public facing materials and providing other campaign support.

Primary Job Duties and Responsibilities

Develop and manage partner relationships:

- Identify appropriate new partners and organizations based on our priority constituencies and target locations;
- Create and execute engagement plans for specific constituency partners, with a focus on strategic and meaningful engagement opportunities, constituency specific messaging, and in coordination with our congressional priorities;
- Laterally manage League staff engagement with partners and constituency plan work;
- Convey the role and work of Alaska Wilderness League and our partners in a compelling manner to engage and inspire new partners and networks;
- Regularly meet and contact partners to educate on relevant issues, schedule and conduct partner conference calls as necessary, record and track communications in the database;
- Attend partner and network meetings and conferences, working to have Alaska Wilderness League issues elevated at these events

- Create messaging documents, campaign materials, and engagement resources to be used by our partners;
- Identify partner resource needs and assist in securing resources when appropriate, at times managing contracts with partners that work with the League's federal advocacy team to assure deliverables are strategic; and
- Identify and recruit partners from target constituencies and/or states for DC advocacy fly-ins, supporting efforts that prepare those participants for their time in Washington DC, while also providing on ground fly-in support;

Campaign Support:

- Write letters, fact sheet, blog posts and other campaign materials as needed;
- Manage database, accurately track and manage partner and network actions,
- Regularly update the League's partners via electronic newsletters, emails, and a resource website;
- Monitor public partner announcements and materials for inclusion of our issues;
- Attend all campaign related coalition calls/meetings;

Requirements

- Bachelor's degree or equivalent work experience and 3+ years of experience executing campaigns, managing coalitions, political or nonprofit advocacy work;
- Strong communication skills, ability to self-manage;
- Experience establishing working relationships with new individuals or entities, organizing and managing coalitions of diverse partners;
- Significant travel to attend meetings, meet with partners, and represent the League at events;
- Proven experience working in or with diverse populations, communities of color or disenfranchised communities;
- Solid internet research skills;
- Strong interpersonal skills and ability to work with colleagues, volunteers/interns, coalition partners, and others;
- Ability to juggle multiple priorities and be flexible;
- Knowledge and interest in politics;
- Excellent writing skills;
- Sense of humor.

Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The employee is occasionally required to lift up to 10 pounds.

Salary & Benefits

Salary commensurate with experience. Health and retirement benefits included. Alaska Wilderness League is an equal opportunity employer committed to workforce diversity.

To apply

Please send resume, cover letter, a relevant writing sample, required salary range, and the names and contact information for three references to jobs@alaskawild.org.