

Family Support Specialist, Alaska Center for Resource Families

We're looking for a Family Support Specialist to provide training and support for resource families, for the Alaska Center for Resource Families, a 40-year-old child welfare program that supports Alaska's foster, adoptive, and relative caregiver families.

This is an exciting opportunity to join an established organization and talented team of professionals who make a real difference in communities around the state. Bring your vision, compassion, creativity, and can-do spirit, and join us!

About us

Alaska Center for Resource Families (ACRF) (www.acrf.org) helps families meet the needs of children and youth who are in foster care or who have been adopted. ACRF provides information, training, and support to "resource families"—prospective and current foster parents, adoptive parents, relative caregivers, and guardians. Funded by the Alaska Department of Family and Community Services and other community funders and donors, ACRF has offices in Anchorage, Fairbanks, and Mat-Su. It is a program of Northwest Resource Associates.

Northwest Resource Associates is a nonprofit child welfare agency. We envision every young person having family that nurtures their growth and potential. We work toward this vision by designing and delivering programs and technology that empower youth, strengthen families, and improve child welfare systems. More than four decades old, we are headquartered in Seattle, WA, and have offices in Alaska and Oregon as well. You can find our program work at the following websites:

- [AdoptUSKids](#)
- [Alaska Center for Resource Families](#)
- [Northwest Adoption Exchange](#)
- [Oregon Post-adoption Resource Center](#)

Equity and inclusion are priorities across all programs at Northwest Resource Associates. We are passionate about inclusive and affirming policy and practice and are recognized by the Human Rights Campaign's All Children, All Families program. We seek staff diversity in ability, age, ethnicity, gender identity and expression, national origin, race, religion, sexual orientation, and veteran status. In addition, we welcome applications from those with lived experience in foster care or with adoption. We are an equal opportunity employer.

Who we're looking for

We're seeking a nonprofit or public-sector professional with experience in foster care and/or adoption. The ideal candidate brings expertise in one or more of the following areas: family recruitment, family support, training and education, and community partnership.

The Family Support Specialist is someone who:

- Provides compassionate, practical support to resource families as they navigate the emotional and logistical caregiving journey.
- Uses a strength-based, solution-focused approach to help families problem-solve and access needed information, services, and training.
- Builds and maintains positive, collaborative relationships with families, colleagues, and community partners to ensure coordinated support.
- Thrives in a role that blends direct family support, training facilitation, and community engagement.

Responsibilities

The Family Support Specialist provides training, guidance, and ongoing support to families throughout their involvement with OCS—from initial inquiry into foster care through post-adoption. Key duties include:

- Provide one-on-one support, guidance, and information to resource families (foster, adoptive, kinship, and guardianship), specifically in the Northern and Southeast regions.
- Support families who have a child placed in their home and are working toward adoption finalization.
- Assist families in accessing and completing required trainings to maintain licensure.
- Help develop, plan, and deliver live and virtual training opportunities and curricula for resource families.
- Partner and collaborate with community partners—for example, OCS, Beacon Hill, Rotary Cares for Kids.
- Participate in the planning and facilitation of foster care and adoption-related events, such as support groups and recruitment or retention activities.
- Contribute to team-wide projects and collaborative initiatives and other duties as requested.

Qualifications

- At least one year of experience working with families involved with child protection, foster care, and/or adoption.
- Familiar with and knowledgeable about issues in foster care and/or adoption.
- Strong problem solving and analytical skills related to navigating the child welfare system, with effective oral and written communication abilities.
- Knowledgeable about trauma-informed caregiving and comfortable with parent coaching.
- Bachelor's degree in relevant field or professional or personal experience with adoption, foster, or relative care.
- Experience working collaboratively and effectively with others remotely.

Location, salary and benefits, and how to apply

Location

This position is located in our Fairbanks office with the flexibility of a hybrid schedule, maintaining 3 days in office.

This position is expected to work some scheduled evenings and weekends.

Salary and benefits

This is a full-time position with an anticipated starting salary of \$48-57K.

We offer flexible work schedules, 3.5 to 6 weeks of paid vacation per year, 15 to 16 paid holidays per year, paid sick leave, a generous family leave policy, a retirement plan contribution, optional 403b plan, medical and dental insurance, life insurance, disability insurance, long-term care insurance, and commuter benefits.

How to apply

Submit a brief cover letter describing why you might be a fit for the position and your resume via our Airtable: <https://airtable.com/appUJwglIP2MNVurc/pag51XjlkfMy1EREp/form>

We will accept applications until the position is filled.