

Training Specialist, Alaska Center for Resource Families

We're looking for a Training Specialist to facilitate and support training 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 role delivers engaging, trauma-informed training to caregivers across the state and helps our training run smoothly.

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 someone with a genuine connection to foster care, adoption, or child welfare and a talent for engaging adult learners. We're especially interested in people who bring strong facilitation instincts, comfort in front of a group, and real understanding of what resource families are navigating. Our ideal candidate stays current on emerging trends and best practices, so that our training can be relevant, engaging, and effective. The training specialist must also be able to build and maintain collaborative relationships with colleagues, families, and community partners.

Responsibilities

The Training Specialist plays a vital role in equipping Alaska's resource families with the knowledge, skills, and confidence needed to support children and youth in out-of-home care. This role delivers training and supports the day-to-day logistics that make it run. Key duties include:

- Deliver engaging virtual and in-person training using adult learning principles to support diverse learners and promote practical skill building.
- Use a strength-based, trauma-informed approach that equips caregivers and families with practical tools while honoring the lived experiences of youth in care.
- Support review and upkeep of existing curriculum to ensure accuracy, clarity, and responsiveness to the needs of resource families.
- Prepare training materials, coordinate logistics, and ensure content is ready for delivery across multiple platforms (Zoom, PDF, LMS).
- Stay current on emerging trends and best practices to keep training content relevant, engaging, and impactful.
- Work with program staff and community partners to coordinate training schedules, guest speakers, and communication.
- Contribute to team-wide initiatives, cross-program projects, and other duties that support organizational goals.

Qualifications

- Experience facilitating or presenting to groups of adults, whether in training, education, community, or program settings.
- Understanding of foster care, adoption, trauma-informed caregiving, and the needs of resource families, through professional or lived experience.

- Strong written and verbal communication skills, including presentation experience.
- Proven experience working collaboratively in remote and in-person environments.

Location, salary and benefits, and how to apply

Location

This position is located in any of our three offices (Fairbanks, Anchorage, or Wasilla) 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 annual starting salary of \$53-59K.

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

Apply via Airtable <https://airtable.com/apprnkhmwNCkvAv4T/pagG5nMMitxagwwpe/form>

A brief note on why you might be a good fit for this role is welcome but not required.

We will accept applications until August 24, 2026.