



All Alaska Pediatric Partnership Communications Lead

Principal Responsibilities: The Communications Lead (CL) will oversee all administrative and programmatic communications for the All Alaska Pediatric Partnership (A2P2). The CL will work with A2P2 leadership and collaborate with Program Leads to clearly and consistently communicate the organization's mission, core values, programmatic work and overall impact to diverse audiences, including the public, partners, funders, and policymakers. The CL will support A2P2's fund development activities through the strategic use of data, storytelling, research and information and will oversee the coordination of A2P2's training offerings, outreach and networking events.

POSITION DETAILS

Reports to: Executive Director

Supports: Executive Director, Director of Programs, Director of Administration & Finance, Help Me Grow Alaska (HMG-AK) Lead, Data and Policy Lead and Partnerships Lead

Supervises: Communications & Training Coordinator

Location: Anchorage office (Hybrid)

FLSA Classification: Exempt; Salary, Full-Time

Compensation: \$80,000 – \$90,000

Benefits: Competitive benefits program includes medical, dental, vision, HSA, Life and AD&D insurance, generous PTO plan and 11 paid holidays, 403(b) retirement plan and employee assistance program.

Closing Date: Open until filled. First review of applications on January 21, 2026. Only applications with both a resume and cover letter will be reviewed.

RESPONSIBILITIES

Communications Lead Responsibilities:

1. Work with organization leadership to maintain and execute A2P2's Strategic Communications Plan, ensuring high-quality and consistent messaging, tone and brand identity across all platforms and materials.
2. Oversee the development and design of organizational and programmatic campaigns and materials using the appropriate brand identities and guidelines and implementing tools to measure their impact.
3. Work with staff at all levels to promote use of language, brand guidelines and materials to translate programmatic outcomes, data, and research into compelling narratives that demonstrate A2P2's scope of work and impact.
4. Oversee, create and edit A2P2's external written and visual content including the A2P2 website, newsletters, social media, reports, briefs and op-eds, across the organization's digital platforms and functions.
5. Support A2P2's mission by promoting relevant pediatric health related content on our public platforms, including through collaboration with partners and participation in external workgroups and projects.
6. Oversee the execution and coordination of well-run educational, outreach and networking events within established budgets.

7. Oversee the development, maintenance and delivery of relevant, up-to-date provider training modules and related continuing education and training evaluation requirements.
8. Oversee the planning, execution and coordination of organization-hosted events and related activities, including establishing and maintaining relationships with contractors, vendors and venues and managing the solicitation of event sponsorships.
9. Support the Program Leads in preparing and participating in outreach presentations, including editing and design of presentation materials utilizing brand identity guidelines.
10. Support A2P2's Fund Development efforts through the development of tailored communications, including impact reports and other organizational collateral to increase awareness of the organization's impact.
11. Lead the implementation of donor recognition and stewardship activities and ensure donor acknowledgements and other correspondence are sent in a timely manner.
12. Collaborate with the Administration & Finance Team on grant-related activities, including providing written content for grant applications and reports, ensuring consistency in voice, quality and alignment with the organization's strategic goals.
13. Support advocacy and policy efforts through messaging, issue briefs, and public-facing materials.
14. Advise A2P2's leadership on relevant, creative or innovative communication approaches for all programs, initiatives and collaborations.

ORGANIZATIONAL STANDARDS

1. We are guided by our mission: Transform systems of care and increase equitable access to health care and related services to ensure all Alaska's children reach their full potential.
2. Our mission can be fulfilled only through successful partnership with communities and service providers statewide. We are individually responsible for supporting these collaborative and cooperative relationships.
3. We value systems and procedures and understand the importance of utilizing current procedures consistently so they may be accurately evaluated and continually improved.
4. We are continually improving, seeking innovative ways to achieve our purpose while understanding that the best evolution of systems and processes is iterative and based on data and experience.
5. We are data driven; capturing information, tracking activities, reporting and analyzing data are regular recurring activities.
6. We are Alaska focused – fulfilling our purpose is a statewide effort with a sense of community “close to home.”
7. All client materials and information will be held as *strictly confidential* and will be appropriately secured.
8. Employees are encouraged to recommend ideas for the vision of the organization, innovations and improvements within their department and position that are consistent with our core purpose.

EDUCATION AND EXPERIENCE:

- Bachelor's degree in Communications, Public Relations, Journalism, Marketing, Public Health, Public Policy, Business, Social Sciences or other related fields.
- A minimum of five years' experience in marketing, communications or public relations.
- Proficiency in Microsoft Office Suite and social media platforms with the demonstrated ability to learn new software applications.

PREFERRED BUT NOT REQUIRED:

We recognize an ideal candidate may not possess all the experience and knowledge listed in this description. The following are areas in which experience is preferred but not required:

- Experience working with diverse communities and demonstrated leadership working towards equity and inclusion.
- Experience in a nonprofit, public health, policy, or advocacy setting.
- Experience and working knowledge of basic graphic design.
- Understanding of public health, public policy or advocacy.
- Understanding of developmental health, social determinants of health and protective factors.
- Understanding of Alaska's landscape of services for children and their families.
- Experience with management of staff and project leadership.

SKILLS, KNOWLEDGE AND ABILITIES

- Strong motivation and initiation skills and ability to work both independently and as a member of a team.
- Excellent communication and interpersonal skills, both written and verbal, and the ability to effectively present information and respond to questions from all levels and sources.
- Strong editorial skills, with the ability to self-edit and review work created by others to prepare for external release.
- Ability to work with diverse groups of individuals across sectors to effectively share the organization's messaging.
- Analytical and problem-solving abilities, strong organization and time management skills.
- Demonstrated personal and interpersonal qualities that support the mission and core values of the organization.
- Ability to use computer programs and data systems to accomplish tasks, manage schedules, and organize multiple and complex program components.

NOTES

Travel: Travel in and out of state will occur occasionally. Some travel to rural locations may occur in small aircraft.

Nature of Employment: Any description of work is a picture of the major responsibilities of a position at a given point in time. Jobs are dynamic and assignments/priorities may change. The primary purpose of this description is to outline and communicate key tasks and expectations for the position. This description does not imply or create a contractual relationship. All Alaska Pediatric Partnership is an at-will employer.

Equal Opportunity: All Alaska Pediatric Partnership is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, age, disability, sex, marital status, changes in marital status, pregnancy or parenthood.

HOW TO APPLY

Qualified applicants are requested to send both a cover letter and resume to employment@a2p2.org. The position is open until filled, however cover letters and resumes of qualified applicants will be reviewed on January 21, 2026.

Applications submitted without a cover letter will not be considered.