



## ALASKA FISHERIES

Development Foundation, Inc.

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### Chief Executive Position Description

#### Alaska Fisheries Development Foundation

| Position at a glance |                                                                                                                                                 |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| Position             | Chief Executive                                                                                                                                 |
| Reports to           | Board of Directors through the Board President                                                                                                  |
| Status               | Full-time, FLSA-exempt                                                                                                                          |
| Worksite             | Alaska residency required within 3 months of the hire date; Juneau or Anchorage preferred. Hybrid arrangements within Alaska may be considered. |
| Travel               | Regular travel within Alaska and periodic travel elsewhere                                                                                      |
| Salary               | \$125,000-\$150,000 annually, depending on experience and qualifications, plus AFDF's employee benefits package                                 |
| Posting              | October 2026; open until filled                                                                                                                 |

### Organization overview

Founded in 1978, the Alaska Fisheries Development Foundation is a 501(c)(3) nonprofit that works with Alaska's seafood industry to advance innovation, sustainability, and economic opportunity. AFDF brings together harvesters, processors, support businesses, researchers, resource managers, government agencies, Alaska Native organizations, coastal communities, funders, and other partners to address shared challenges and develop practical solutions.

AFDF's vision is Leading Alaska's Fisheries Toward a Sustainable Future. Its industry-led Board of Directors represents harvesters, processors, and support-sector businesses. AFDF manages a multi-million-dollar portfolio of industry services, federal and state grants, applied research, economic development initiatives, and public-facing programs. Its work is guided by community impact, environmental stewardship, innovative solutions, prosperity, and shared knowledge.

## Position summary

The Board seeks a leader who can maintain and strengthen AFDF's existing foundation, ensure long-term financial sustainability, support a high-performing staff, and represent Alaska's seafood industry with credibility and professionalism.

The Chief Executive is AFDF's senior executive and is accountable to the Board of Directors for the organization's strategy, financial health, program performance, public standing, and day-to-day management. The chief executive advises the Board, translates Board priorities into measurable work plans, leads staff and contractors, and ensures that AFDF meets its commitments to members, funders, partners, and the Alaska seafood industry.

The chief executive serves as AFDF's principal spokesperson and relationship leader. The successful candidate will understand Alaska's seafood economy and coastal communities, build trust across sectors, secure and steward diverse funding, and move complex initiatives from concept through implementation. The chief executive serves as a non-voting ex officio member of the Board and its committees, consistent with AFDF's governing documents.

## Current program portfolio and strategic priorities

- **Alaska Seafood Modernization Initiative.** This statewide initiative provides a framework to improve the competitiveness and resilience of Alaska seafood through processing innovation, infrastructure and operational modernization, workforce development, product and market development, automation, full utilization, and higher-value uses for production side streams. The chief executive will drive strategy and implementation, including funding, partnerships, project development, industry engagement, and alignment with public-sector priorities.
- **SeaThrive.** AFDF's sustainable fisheries program supports Alaska's seafood industry through third-party certification, industry collaboration, and services that strengthen long-term sustainability and competitiveness. AFDF serves as Fishery Client for Marine Stewardship Council and Certified Seafood International certifications. The chief executive provides strategic oversight, supports the SeaThrive Director, protects certification continuity and client-group relationships, and helps develop new services, partnerships, and sustainable funding models.
- **Alaska Mariculture Initiative.** AFDF supports sustainable growth in Alaska's seaweed and shellfish industries and administers applied research and product-development work, including efforts to reduce investment risk in farm development. The chief executive is accountable for successful grant performance, partner coordination, public release of results, and continued development of industry-led research priorities.
- **TIDE - Transforming Innovation, Defining Excellence.** TIDE connects innovators, entrepreneurs, and industry partners to strengthen Alaska's blue economy. The chief executive will shape TIDE's role in technology adoption, startup and commercialization support, industry problem-solving, and partnership development.
- **Alaska Symphony of Seafood.** AFDF's annual product competition and industry event showcases new products made with Alaska seafood. The chief executive supports the program's strategy, sponsorships, industry participation, public profile, and value to entrants and winners.

- **Applied research workforce and energy programs.** AFDF maintains a broad research library and advances projects involving seafood quality, full utilization, bycatch reduction, vessel energy solutions, social responsibility, and maritime workforce development. The chief executive will use this foundation to identify emerging needs and convert research into practical industry value.

## **Core responsibilities**

### **Board partnership and strategic leadership**

- Work with the Board to maintain a clear strategic direction, annual priorities, measurable outcomes, and appropriate allocation of staff and financial resources.
- Provide timely, accurate, decision-ready information on program performance, finances, funding, organizational risk, staffing, and emerging industry issues.
- Support effective governance, Board and committee meetings, policy development, strategic planning, officer transitions, and compliance with AFDF's governing documents.
- Identify opportunities and risks affecting Alaska's seafood industry and recommend where AFDF can add distinctive value.

### **Program leadership and results**

- Ensure that every program has a defined purpose, accountable leader, approved budget, work plan, milestones, performance measures, and reporting schedule.
- Drive the Alaska Seafood Modernization Initiative as a principal priority and maintain executive oversight of SeaThrive, mariculture, TIDE, the Alaska Symphony of Seafood, research, and other Board-approved programs.
- Align projects with documented industry needs and evaluate whether activities produce practical economic, environmental, workforce, or community benefits.
- Ensure that grant-funded research and project results are completed, communicated, and made available to the public when required.

### **Financial management and organizational risk**

- Prepare annual operating and program budgets for Board approval and manage AFDF within approved budgets and financial policies.
- Maintain reliable forecasting, cash-flow management, internal controls, cost allocation, contract administration, insurance coverage, records, and audit readiness.
- Provide the Board with regular financial statements and clear analysis of budget variances, grant exposure, restricted funds, reserves, and material commitments.
- Ensure compliance with federal and state grant requirements, procurement standards, funder conditions, tax and corporate filings, employment requirements, and applicable laws.
- Manage organizational, reputational, financial, cybersecurity, succession, and program risks with appropriate policies and contingency plans.

## **Revenue development and grant stewardship**

- Develop a diversified revenue strategy that combines industry participation, membership, sponsorships, certification fees, government grants, foundation support, contracts, and other mission-aligned sources.
- Lead or oversee proposal development, funder cultivation, grant negotiation, project scoping, matching-fund strategies, and long-range funding plans.
- Ensure that grant applications are realistic, fully costed, consistent with AFDF's capacity, and supported by sound compliance and reporting systems.
- Maintain strong relationships with current and prospective funders and communicate program results, lessons, and future needs clearly.

## **Staff leadership and organizational capacity**

- Recruit, supervise, support, and retain a capable staff and contractor team; define authority, performance expectations, and decision-making responsibilities.
- Conduct annual performance reviews, establish professional-development priorities, maintain competitive employment practices, and address performance issues promptly and fairly.
- Build systems that preserve institutional knowledge, support cross-program collaboration, and allow AFDF to scale without weakening accountability or service quality.
- Maintain a respectful, practical, mission-focused workplace that values initiative, candor, follow-through, and responsible use of resources.

## **Industry government and partner relations**

- Develop trusted relationships with harvesters, processors, seafood businesses, Alaska Native organizations, coastal communities, universities, scientists, resource managers, elected officials, agencies, economic-development organizations, conservation organizations, and funders.
- Represent AFDF in industry planning, public meetings, conferences, legislative and agency discussions, certification forums, and collaborative initiatives.
- Convene partners around shared priorities, manage competing perspectives constructively, and maintain AFDF's role as a credible neutral facilitator.
- Monitor policy, market, workforce, infrastructure, climate, technology, and sustainability issues that may affect Alaska fisheries and seafood businesses.

## **Communications membership and public value**

- Maintain clear communications with members, client groups, partners, funders, and the public regarding AFDF's priorities, opportunities, results, and financial stewardship.
- Strengthen membership value and participation and ensure industry priorities continue to guide AFDF's work.
- Oversee AFDF's website, research library, reports, events, public presentations, and media communications so that information is accurate, accessible, and consistent with AFDF's brand.
- Protect and strengthen AFDF's reputation for practical research, credible collaboration, sound administration, and measurable results.

## **Qualifications**

### **Required experience and capabilities**

- At least 10 years of progressively responsible professional experience, including significant executive or senior leadership responsibility in seafood, fisheries, natural resources, economic development, nonprofit management, government, research, or a related field.
- Demonstrated success managing an organization, division, or program portfolio of comparable complexity, including multi-million-dollar budgets, staff, contractors, grants, and external partnerships.
- Strong working knowledge of Alaska's seafood industry, fisheries management, coastal communities, and public-policy environment, or a demonstrated ability to develop that knowledge rapidly and credibly.
- Experience developing revenue and securing or managing government, foundation, industry, or contract funding.
- Knowledge of financial management, federal grant compliance, contracting, internal controls, risk management, and nonprofit governance.
- Record of building durable partnerships across private industry, government, communities, research institutions, and nonprofit organizations.
- Excellent written, verbal, facilitation, negotiation, and public-speaking skills, including the ability to explain technical and financial information to varied audiences.
- Ability and commitment to reside and work in Alaska, maintain regular engagement with the Alaska seafood industry, and travel as required.

### **Education and preferred background**

- Bachelor's degree in business, public administration, fisheries, marine science, natural resources, economics, law, public policy, or a related field, or an equivalent combination of education and relevant experience.
- Advanced degree or substantial executive experience in an Alaska-based, industry-led, research, economic-development, or membership organization is preferred.
- Direct seafood-industry experience is preferred, as is experience leading modernization involving processing technology, infrastructure, automation, workforce, product development, full utilization, certification, or mariculture.

### **Leadership attributes**

- Sound judgment and the ability to set priorities, make decisions, and follow through in a small organization with a broad statewide mandate.
- A collaborative leadership style that respects industry knowledge, encourages candid discussion, and creates accountability without unnecessary bureaucracy.
- Intellectual curiosity, practical problem-solving, and the ability to translate complex ideas into workable programs and clear choices.
- Integrity, discretion, resilience, and a strong commitment to AFDF's mission and the long-term success of Alaska's seafood industry and coastal communities.

**Compensation and benefits**

The annual salary range is \$125,000-\$150,000, depending on experience and qualifications, plus AFDF's employee benefits package. Final compensation will be established by the Board based on the selected candidate's relevant experience, the scope of the position, internal equity, and comparable executive compensation data.

**Application and employment practices**

Applications will be accepted until the position is filled. The public recruitment announcement will identify the priority review date and submission instructions. AFDF is an equal opportunity employer and makes employment decisions in accordance with applicable federal and Alaska law.