

### Overview

The Fletcher Fellowship is a full-time, in-person, paid fellowship that is structured to fulfill the current interests of the organization while supporting the personal and professional development of the fellow. The Fletcher Fellow will work closely with staff, including the Second-Year Fellow, and partner organizations to support grant management, research, community engagement, and other organizational efforts. This fellowship is a twenty-four-month position (starting Fall 2026) based in Raleigh, NC.

### Eligibility

Eligible candidates must be a 2025 or 2026 graduate of an accredited North Carolina college or university. Successful candidates will possess strong communication skills, both written and verbal; research experience; the ability to work on multiple tasks; a sense of responsibility, self-motivation, and agency; willingness to work well with team members; and respect for diverse communities and leadership. This opportunity is designed to support individuals seeking their first professional experience, including those who have graduated from a university but have not yet worked in their professional field post-graduation. The ideal candidate will be curious about North Carolina's nonprofit sector, have a desire to take an active role in designing their work plan, and be comfortable with a dynamic work environment.

### Essential Duties

- **Grantmaking Support:** Curate first draft grant agreements and assist with document collection, tracking, and compliance. Support continuous improvement of application processes, preliminary review of Grantee documents, and communication with Grantees.
- **Research:** Execute research projects designed to support AJF's grantmaking strategy and enhance the fellow's research skills.
- **Community Engagement Support:** Support hosted events, communication efforts, and programming. Represent the organization at community events.
- **Administrative Tasks:** Assist with administrative projects, events, and routine organizational duties.

### Job Skills and Qualifications

- A degree from an accredited North Carolina college or university.
- Ability to communicate effectively both written and orally and synthesize large amounts of information.
- Strong conceptual, strategic, and organizational planning skills.
- Ability to work in a complex environment requiring significant collaboration.
- Ability to generate new ideas and approaches, handle shifting priorities, and rapid change.
- Strong writing, editing, and analytical skills. Research background is a plus.
- Curiosity regarding philanthropy's role in the community and desire to work with non-profit organizations.
- Sound judgment, discretion, self-discipline, and flexibility.

### Compensation

\$53,500 annual salary, paid holidays, vacation, employee benefits, and professional development opportunities. Performance/compensation evaluation at 12 months.



Please scan the QR code to complete the application and attach your resume, cover letter, and any relevant references. If you have any questions or issues accessing the link please contact us at [Fellow@AJF.org](mailto:Fellow@AJF.org) with "Fletcher Fellow Application" in the subject line.

**Applications will be accepted on a rolling basis until March 15<sup>th</sup>, 2026**

*At the A.J. Fletcher Foundation, we know that having varied perspectives helps generate better ideas to solve complex problems. Employment and compensation opportunities are based upon individual capabilities and qualifications without discrimination.*