

Cover Letter Guide: Explaining Cultural Commitments

Alaska Native Hire • Career Toolkit Series

Positioning Cultural Responsibilities Positively

This guide assists Alaska Native job seekers in communicating cultural values, seasonal leave requirements, and community involvement in cover letters sent to ANCSA corporations, tribal entities, and Alaska commercial employers.

Key Writing Strategies

1. **Lead with Technical Qualifications:** Begin by highlighting your certifications, trade skills, and relevant work history.
2. **Connect Culture to Reliability:** Explain how traditional values of respect, teamwork, and accountability translate directly to job reliability.
3. **Be Transparent About Rotation Schedules:** Clearly state your availability for North Slope 2x2 rotations or urban office schedules.