**Science Communication and Policy** **Director**

The Kentucky Academy of Science is looking for a part-time science communications & state policy professional with some experience in fundraising.

Communication (40%)

* Communicate science to general public
* Update social media and other public communication platforms
* Maintain list of, and relationship with, media and other contacts
* Build capacity for science communication for the general public
* Develop & Implement a Science Communication training program for scientists
* Coordinate KAS’s Speakers’ Bureau
* Grow KAS’s video outreach and programs

Policy (40%)

* During the state legislative session from Jan-April, approximately 80% of time will be spent on state & local policy
* Track local policy and bills through state legislative cycle and report to the board
* Attend applicable committee meetings regularly at the Capitol Annex in Frankfort, KY during the state legislative session
* Communicate with the Governor’s Office and state agencies on science policy
* Review/produce science policy analyses
* Work collaboratively with members and volunteers of other science policy organizations, committees, and groups
* Follows federal legislation and reports to the board
* Point of contact for legislative inquiries from legislators, the Governor’s Office, and other organizations.

Fundraising (20%)

* Expectation to raise full salary per year, with a minimum $10k toward funding the position in the first year (**renewal contingent upon fundraising success**). KAS will provide administrative & communications support for fundraising efforts.

This is a salary position that pays $21,000 per year without benefits (the employee is expected to work ~20 hours per week on average). Candidates are expected to have a Bachelor’s degree at minimum and at least 3 years of experience in STEM, communications, science-related public policy, and/or fundraising. Candidates are expected to have excellent grammar, communication, and computer (Word, Excel, etc.) skills. The Communications & Policy Director works closely with volunteers on the Education & Advocacy Committee. The Communications & Policy Director is expected to be able to work with light supervision and communicate weekly progress to the KAS Executive Director and to the Committee, and report quarterly to the KAS Governing Board.  They must be able to provide their own transportation to the Capitol Annex. Expenses will be reimbursed up to $1000/yr.

This position is dependent upon funding. The exact responsibilities and focus of the position are subject to change pending funding and other factors. The Communications & Policy Director  will be expected to give and receive feedback, and the KAS Governing Board will review the position annually.

Please send cover letter and resume or CV to [executivedirector@kyscience.org](mailto:executivedirector@kyscience.org) with the subject line “Communications & Policy Director Application enclosed.” Deadline to apply is September 30, 2021.  We anticipate this person to start work in the second half of October 2021.