

iBiology is seeking a full-time Associate Director of Research Talks who will continue to develop iBiology's efforts in communication and outreach.

iBiology (<http://www.ibiology.org>) is a non-profit organization dedicated to the free, worldwide dissemination of scientific knowledge in the life sciences, mainly in the form of video. iBiology's collection of free online videos and courses by leading biologists are used by students and researchers around the world. iBiology has produced over 400 videos, has 4 million video views per year from 180 countries and 75,000 subscribers and 30,000 social media followers. iBiology is a small independent non-profit organization located at the University of California, San Francisco and funded primarily by the NSF and NIH.

Responsibilities will include:

- In collaboration with other iBiology team members, managing the iBiology video pipeline including identifying speakers and topics, working with speakers on their presentations and slides, writing material to accompany the talks, and working with the videographer on post-production slide editing.
- Creating educational materials for the videos including flipped courses.
- Leading the Young Scientist Series competition (<https://bit.ly/2kg0m65>), including soliciting and evaluating applications and organizing the workshop.
- Leading the development of strategies to best disseminate iBiology talks for academic and non-academic audiences worldwide.
- Writing about iBiology for blogs, newsletters, and maintaining a social media presence.

**Required Qualifications and Experience:**

- Ph.D. in the biological sciences.
- Well organized and able to prioritize and execute multiple projects simultaneously. Must be detail oriented.
- Superb oral and written communication skills; ability to be creative and engaging.
- Experience with presentation (Keynote/PowerPoint) and photo/design (Photoshop/Illustrator) software.
- Interest in creativity and design in presentations (for example science illustration or animation).
- Experience running workshops and leading new initiatives.
- Proven relationship-building skills with people from various backgrounds and cultures.
- Ability to work one-on-one with senior and junior scientists to prepare their talks.
- An enthusiastic and positive team player with strong interpersonal skills who is able to work well on a small team.
- Experience in science communication and science storytelling.
- Experience with teaching undergraduate biology or in curriculum development (a plus).

**Additional Information**

Job location: San Francisco, California

Grant-funded staff position with iBiology, including salary and benefits commensurate with experience. EOE.

Applicants must be authorized to work in the US.

Preferred start date is September 4, 2018.

Please send a cover letter and resume to [jobs@ibiology.org](mailto:jobs@ibiology.org)