



ADVENTURE SCIENTISTS®

EXPLORE. COLLECT. PROTECT.

Project Creation Manager Job Description August 2019

Adventure Scientists is looking for an exceptional Project Creation Manager to join our team as we unlock access to critical data for leaders working on solutions to the world's biggest environmental and human health challenges.

This team member will play a unique role in strategically advancing the organization, with a particular focus on building new partner relationships. The Project Creation Manager will identify, vet, research, and build new partnerships in the scientific community—specifically governments, universities, NGOs, and the private sector—with an eye toward developing new projects that match Adventure Scientists' mission and vision. They will report to the Director of Program Investments.

The Project Creation Manager must be a self-motivated, passionate, creative, and adaptive individual with demonstrated relationship-building experience and the ability to inspire confidence and trust with potential partners who are pushing the boundaries of scientific discovery. Compelling and effective written and verbal communication skills are critical, as are a strong background and interest in field science, conservation, and outdoor adventure.

Specific Responsibilities

- Initiate, cultivate, and manage relationships with potential partners from government, universities, NGOs, and the private sector, with a focus on identifying and developing appropriate new partner relationships.
- Serve as a spokesperson and ambassador for Adventure Scientists by presenting at conferences, participating in public events, and promoting the organization in key forums.
- Identify and research current gaps in scientific understanding across multiple environmental and human health issues. Research project scalability, technological opportunities, and factors that inhibit progress on key environmental and human health challenges. Liaise with and garner input from Scientific Director regarding the same.
- Listen well to potential partners, and ask thoughtful questions to gain an in-depth understanding of partners' needs.
- Work closely with the Project Creation team and Communications Director to develop strategies for sourcing and strengthening partnership opportunities among the scientific research community to engage a broader audience.
- Alongside Project Creation teammates, design new multi-year projects appropriate for our volunteer adventurer network, with a focus on partnerships that will lead to tangible conservation outcomes.
- Collaborate with the Director of Communications to use social media, communications, and outreach in support of Project Creation strategies.
- Support the Project Creation team to ensure that new projects are fully developed and ready to pass to the Project Management team.

Qualifications

- Master's degree and extensive experience working in biology, ecology, natural resources, or a related field. Ph.D preferred.
- 5+ years of experience in the conservation field as well as creating, leading, and assisting in the development of applied research projects.
- Ability to communicate complex projects and scientific concepts in a compelling way to a wide variety of audiences in public forums as well as individual and group meetings.
- Proven experience working with environmental NGOs, researchers, and government agencies in the United States and abroad.
- Critical understanding of the evolving field of conservation research.
- Proven ability to source external funding for projects or programs.
- Demonstrated creative problem-solving abilities in the field, at the office, and in life.
- Strong computer skills and ability to learn and utilize new programs quickly.
- Desire to join and assist in the growth of a young, dynamic, and innovative nonprofit organization.

Work Schedule & Compensation

This is a full-time position based at Adventure Scientists' headquarters in Bozeman, MT. It will also require significant travel throughout the year. Occasional work on weekends or at night should also be expected.

Salary is highly competitive DOE. We offer a generous and flexible benefits package, including employer-subsidized healthcare, personal and professional development fund opportunities, paid time off, and paid powder days. Additional perks include part-time work-from-home opportunities and access to pro-deals. Plus, we have a dog-friendly office, so you are invited to bring your best friend to work!

To Apply

Applications are due **Tuesday, September 3, 2019**. Additional applications may be reviewed on a rolling basis thereafter. Please submit your application on our website:

<https://www.adventurescientists.org/project-creation-manager-application.html>

Applications must include:

- Cover letter describing your background and interest in the position
- Resume (limited to two pages), with desired salary
- Three professional references

About Us

Adventure Scientists is a dynamic 501(c)3 nonprofit organization that works with diverse partners including Harvard Medical School, World Resources Institute, National Geographic, and the U.S. Forest Service to equip them with data collected from the outdoors that are crucial to addressing environmental and human health challenges. Our projects have ranged from amassing the largest dataset documenting global microplastic pollution to collecting scat samples to aid in identifying the genetic origins of antibiotic resistance.

Adventure Scientists is committed to providing an equal employment opportunity for all applicants and to ensuring a work environment free of discrimination and harassment. Our employment decisions are based on our business needs, job requirements, and individual qualifications, without regard to race, gender, sexual orientation, religion, family or parental status, disability, age, national origin, or any other protected status. We sincerely welcome people of all identities, backgrounds, and experiences to apply.