

Hubbard Brook Research Foundation

Position Announcement

Director of Communications and Science Engagement
Hubbard Brook Research Foundation (HBRF)

Status: Full time, salaried

Location: Remote/Hybrid, ~1 day per month at Hubbard Brook in Woodstock, NH; ~1 day per month at HBRF Administrative Office in Woodstock, VT

Regular Schedule: ~40 hours per week, Monday – Friday

Reports To: Executive Director

This is a terrific opportunity for an experienced communications professional, based in New England, with strong environmental values and a keen interest in science!

Company Description

The Hubbard Brook Research Foundation (HBRF) works to support the Hubbard Brook Ecosystem Study in Woodstock, NH. For more than 60 years at the 7,800-acre Hubbard Brook Experimental Forest, long-term studies of air, water, soils, plants, and animals have revealed the causes and consequences of acid rain; the effects of lead, salt, and nitrogen pollution in streams and lakes; the environmental drivers affecting migratory songbirds; and the impacts of climate change on our ecology, economy, and culture.

Established in 1993, HBRF provides logistical support to scientists and connects the Hubbard Brook Ecosystem Study with diverse stakeholder groups across and beyond the northern forest region. HBRF initiatives include guided forest tours for school groups, media outreach, community relations, collaborations with forest practitioners and other partners, communications training for young scientists, dialogue events, and policyrelevant briefings and bulletins.

Against a backdrop of rapid environmental change, HBRF opens effective channels for action-oriented dialogue between citizens and scientists for informed policy and practice.

For more information, visit: www.hubbardbrook.org

Role Description

This is a full-time remote role for a Director of Communications and Science Engagement with the Hubbard Brook Research Foundation. The Director of Communications and Science Engagement will be responsible for leading the development and implementation of internal and external communications strategies. They will manage the foundation's media relations and work to increase public awareness of Hubbard Brook science and outreach. The Director of Communications and Science Engagement will also work collaboratively to support fundraising initiatives and to ensure scientific research is effectively communicated to diverse audiences.

Goals include: 1) raising awareness of Hubbard Brook science and outreach beyond academic audiences, 2) increasing the relevance and use of scientific evidence in policy and management decisions, and 3) fostering mutual appreciation and understanding between members of the public and scientific researchers.

The Director of Communications and Science Engagement will:

- Collaborate with scientists, educators, outreach professionals, and media partners to disseminate Hubbard Brook science and outreach news

- Serve as HBRF's primary media liaison for identifying, writing, pitching, and placing science and outreach stories with local, regional, and national press
- Work with HBRF communicators and fundraisers to write and edit social media posts, fact sheets, web content, newsletters, reports and proposals to funders, press releases, and other materials
- Work closely with the DEI team at Hubbard Brook to define and implement DEI priorities, goals, and strategies for building a culture in which each member (i.e., student, staff, researcher) has a voice and is empowered to effect positive change
- Partner with Hubbard Brook scientists to develop, fund, and lead projects designed to broaden the impact of Hubbard Brook research (i.e., public engagement with science)
- Supervise between 2 and 5 direct reports
- Carry out general, ongoing communication and administrative tasks

Essential Qualifications

- Bachelor's degree in communications, marketing, environmental science, or related field
- Five or more years of professional communications experience including project management
- Experience managing media relations
- Ability to distill and translate technically complex material for all audiences
- Excellent written and verbal communication skills; a natural storyteller
- Proven track record of developing and implementing successful communication strategies
- Personnel management experience
- Experience organizing and facilitating DEI strategies and activities
- Strong interpersonal skills; team player; self-starter; flexible problem-solver
- Excellent organizational skills; ability to multi-task as part of a fast-paced team
- Strong appreciation of HBRF's mission and goals
- Highly proficient with computer applications, including Microsoft Office Suite and Google Workspace

Preferred Skills and Experience

- Well established relationships with media outlets in environmental science and conservation
- Deep understanding of DEI challenges, opportunities, and practices
- Proposal writing (i.e., to public and private funders)
- Experience building trust-based relationships across disciplines and sectors; boundary-spanning
- Previous experience working for a non-profit organization with a scientific or environmental mission a big plus

Compensation and Benefits

HBRF offers a competitive salary and benefit program, including health, dental, life, and disability insurance; 403b retirement savings program with 4% company match; flexible spending account for dependent care assistance; 20 paid vacation days, 6 sick days, and 13 designated holidays per year; flexible work schedule within general business hours and opportunity to work remotely, with monthly trips to Hubbard Brook offices in VT and NH.

HBRF is an equal opportunity employer, committed to a diverse and inclusive workplace.

To Apply

Submit your resume and cover letter to Brenda McCartney: bmccartney@hubbardbrookfoundation.org
Applications will be considered on a rolling basis until the position is filled.