

Job description

iBiology is seeking a full-time Director.

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 and has 4 million video views per year from 180 countries and has 75,000 subscribers and 30,000 social media followers. iBiology is an independent non-profit organization located at the University of California, San Francisco and funded primarily by the NSF and NIH.

The Director will oversee the two government-funded iBiology projects: one that involves producing videos of leading scientists describing their research, and the second involving creating online courses and other video materials for the professional development of graduate students and post-doctoral fellows. We also have smaller grants and partnerships with foundations. The Director will be responsible for executing these projects, innovating on content within the goals of the grants, managing the staff, identifying and sustaining new partnerships and grant funding opportunities, and working with the senior leadership team on the long-term strategy of the iBiology project.

The Director's responsibilities include:

- Lead the iBiology staff, which includes 5 full-time staff and 3 part-time staff members.
- Set quarterly and yearly goals that are consistent with the aims of the grants.
- Oversee the NSF and NIH iBiology grants.
- Identify and apply for new grant funding opportunities.
- Manage and be directly involved in the production of videos and courses, including identifying and recruiting speakers, working with them on content, and delivering the final product.
- Manage existing partnerships (including Lasker Foundation, EMBO, and HHMI).
- Identify new partnerships and other opportunities of growth to expand the scope and impact of iBiology, including within the science education community.
- Help develop dissemination strategies to distribute content and encourage widespread use of iBiology materials; build and maintain relationships with networks of related organizations and societies in order to promote our resources.
- Evaluate iBiology's impact within the scientific community.
- Provide input to the iBiology senior leadership team on new initiatives and future directions of iBiology.
- Be a spokesperson for iBiology at scientific meetings and other venues.

Qualifications and Experience

- Ph.D. in the biological sciences.
- A minimum of four years experience post-research training managing a large project, budget, and multi-person team. This position is not suitable for applicants who have just finished their Ph.D. or postdoc.
- Experience in grant writing.
- At minimum one year's experience in science communication and/or education; experience in media production is desirable.

- Superb written and oral communication skills; ability to be creative and engaging in various forms of communication.
- Well organized, detailed oriented and able to prioritize and execute multiple projects simultaneously.
- An enthusiastic and positive team player who is able to work well on a small team and has strong interpersonal skills.
- Motivated by the mission of iBiology.

Additional Information:

Please send cover letter and resume to jobs@ibiology.org

Job location: San Francisco, California

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

iBiology is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age or protected veteran status.