Illinois Science Council is Hiring!

ISC has a grant-supported project to create Science Policy Fellowship Programs in conjunction with the Illinois State Legislature and the Chicago City Council. State-level fellows programs are modeled on the highly competitive AAAS Fellows program that works with Congress and federal agencies. Fellows use their knowledge and training in science research to support legislators to develop policies based on the best current science research. In turn, Fellows get the benefit of learning the policymaking process. We now have the opportunity, and the challenge, of creating this in Illinois.

The AAAS program has been a huge success for almost 50 years, and California has had a state-level program for over 10 years. This effort is now expanding to several states where there are a variety of approaches for recruiting and training fellows, program duration, branches of government served, and program funding mechanisms. ISC is seeking to hire a smart, well-organized, and self-directed person to help make such a program a reality for Illinois and Chicago. They will work on a part-time basis with ISC’s Executive Director as an independent contractor (not an ISC employee) to develop a program and set it up for successful launch.

Work will include:

- Research and analyze a number of science-policy and state government fellows programs with an eye towards a model for Illinois;
- Schedule, attend, and summarize interviews with IL legislators and Chicago City Council members and staff;
- Investigate and pursue possible funding sources including corporate and private foundations, and government sources; and,
- Other duties as assigned. Depending on skills, other duties could include:
  - Drafting and editing funding proposals, one-pagers, reports, and PowerPoint presentations;
  - Conducting interviews with policymakers and staff;
  - Relationship building with potential funders.

Expectations:

½ time commitment of ~15 (20max) hours per week with some variation and flexibility;
Salary is $30,000/year;
Hours flexible but 50% of work needs to be during standard business hours Mon-Fri 9am-6pm;
Most work is virtual but interviews (pandemic permitting) will take place in-person in the Chicago area (mostly Loop), with a possibility of 1-2 trips to Springfield;
Position is grant funded for a limited duration – a 1 year contract with no guarantee of renewal;
Illinois residency required; Chicago-area preferred;
Experienced with Microsoft Word and Excel; Google Drive familiarity; No background in science is necessary.
Must be highly organized, independent, and self-motivated; an entrepreneurial mindset is welcomed because this is a project without little precedent and we’ll be moving it from concept to culmination in one-year.

To Apply:
Send resume and cover letter to Monica Metzler at mmetzler@IllinoisScience.org with “Science Policy Position” in subject. Applicants will be considered on a rolling basis as they come in until position is filled. No calls.