

Mellon/ACLS  
PUBLIC FELLOWS PROGRAM 

<b>Job Title:</b>	Engagement Project Manager
<b>Organization:</b>	Washington Center for Equitable Growth
<b>Location:</b>	Washington, D.C.
<b>Start Date:</b>	August 3, 2020

## ORGANIZATION DESCRIPTION

The Washington Center for Equitable Growth is a nonprofit research and grantmaking organization dedicated to advancing evidence-backed ideas and policies that promote strong, stable, and broad-based economic growth. Important aspects of Equitable Growth’s mission include: programming that brings the academic and policy communities together for the benefit of both; providing grants and professional supports to academic economists and other social scientists; making funded research accessible to the policy community. Learn more at <https://equitablegrowth.org/who-we-are>

## POSITION DESCRIPTION

The Engagement Project Manager is responsible for developing and executing projects and content that support a cohesive engagement strategy with our academic network and elevate research findings across and beyond academia. Equitable Growth is mission driven to advance evidence-backed ideas and policies that promote strong, stable, and broad-based economic growth. One way we do this is by funding social science research and elevating the findings to policymakers to ensure that policies are informed by and grounded in evidence. The Engagement Project Manager will play a key role in developing tools and content for Equitable Growth’s interdisciplinary academic outreach, particularly in exploring a new area of focus for the organization: new, cross-disciplinary approaches to political economy.

This position will be part of the Academic Programs Team, which is responsible for supporting and spurring credible, cutting-edge research that informs policymakers and influences future academic research and thinking. The fellow will report to the Director of Academic Programs. The Engagement Project Manager will develop tools to track how the ideas we are supporting through our academic programming are, or are not, effective in shifting the prevailing paradigm about what makes the economy grow and for whom. Successful applicants will be able to explain how their humanistic training will enable them to support this focus.

The Engagement Project Manager will also work across teams to grow the online presence and brand of our network and academic programming in order to elevate what we’re learning from our grantmaking and develop ways to track the utilization of funded research. Finally, the fellow will provide support for core programming and content, including outreach at academic conferences, planning for public and private convenings, writing content to elevate and connect research findings, and developing and evaluating strategies and metrics for academic network engagement and the impact of funded research.

### Key duties and responsibilities:

- Develop content (i.e. blog posts, issue briefs, reports) and strategies that tie together various discrete research projects to tell the story of how the economy works and for whom
- Identify and execute tactics to elevate findings from funded research across the social sciences, and support the online presence of our network and academic programming
- Identify partners and tools to elevate findings from EG funded research
- Support planning and execution of core engagement programming, including outreach at academic conferences and planning public and private convenings
- Support ongoing efforts to develop and evaluate strategies and metrics for academic network engagement, and contribute to building knowledge management infrastructure and processes
- Take a lead role in Equitable Growth's Diversity, Equity and Inclusion initiative, specifically cultivating a diverse, cross-disciplinary community of scholars. Equitable Growth recognizes the importance of diverse perspectives in broadening and deepening the organization's research on the topics of core interest.

## QUALIFICATIONS

### *Required*

- Ph.D. in the humanities or humanistic social sciences
- Overall familiarity with academia, including academic institutions, career structure, and culture
- Strong written and verbal communication skills
- Ability to synthesize complex, discrete but related pieces of content into clear and compelling narrative form
- Ability to translate and distill original research findings for a broad audience
- Excellent interpersonal skills
- Ability to prioritize, meet deadlines, and manage multiple projects at one time
- Willingness to travel once a quarter
- Commitment to Equitable Growth's mission and goals (see organization description)

### *Preferred*

- Demonstrated project management, networking and administrative skills
- Proven ability to work across departments or teams within an organization
- Adept with databases and experienced with CRM software

## STIPEND AND BENEFITS

Each 2020 Mellon/ACLS Public Fellow receives an annual stipend of \$70,000, as well as access to employer-based health insurance through the host organization. In addition, ACLS provides funds for relocation and professional development. Fellows receive professional mentoring and participate in career development programming, both in-person and virtually.

## APPLICATIONS

- All applications must be submitted through the ACLS online application system ([ofa.acls.org](http://ofa.acls.org))
- Application deadline: March 18, 2020, 9 p.m. Eastern Daylight Time

Visit <http://www.acls.org/programs/publicfellowscomp> to learn more about the Mellon/ACLS Public Fellows program. This position is *only* available through this program; please do *not* contact the host organization directly.