Job Title: Science Policy Analyst

Classification: Exempt

Grade Level: F

Reports to: Director of Science Policy and Government Relations

Date: March 2022

Summary/Objective:
The incumbent will report to the Director of Science Policy and Government Relations and will help fulfill APS’ advocacy role by:

• Tracking legislative and regulatory issues related to federal funding for biomedical research, the use of animals in biomedical research, biomedical research workforce, and other science policy issues.
• Help develop and implement advocacy strategies in support of Society positions on research funding, animal research, and other science policy issues.
• Support the American Physiological Society’s Science Policy (SP) and Animal Care and Experimentation (ACE) Committees.
• Represent APS in meetings with external scientific and advocacy organizations and coalitions, and represent the department in internal APS activities and projects.
• Write about science policy for the Society’s website, news magazine, and social media and contribute to other communications efforts.

Essential Functions:
Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions such as:

1. Identify and assess emerging legislative and policy issues related to federal funding for biomedical research, the use of animals in biomedical research and teaching, the biomedical research workforce, and other science policy issues.
2. Draft policy statements, legislative briefs, and advocacy recommendations in consultation with Committee members and the Director of Science Policy.
3. Represent APS in external meetings and represent the department in internal meetings.
4. Work with the Director of Science Policy and other staff to organize committee meetings, congressional visits, symposia, and webinars.
5. Contribute to APS communications efforts by writing about science policy issues for the Society’s website, the Physiologist Magazine, and the @SciPolAPS Twitter feed.

Competencies:
1. Excellent oral and written communications
2. Strong interpersonal skills with the ability to work as a team
3. Familiarity with government relations, science policy, and advocacy
4. Good organizational skills and the ability to meet deadlines while managing multiple projects

Required Education and Experience:
- Advanced degree in physiology or related life science.
- A minimum of one year of science policy experience with a life sciences association (i.e., working with scientists to develop policy statements; obtaining approvals through organizational channels; and organizing symposia and webinars).
- Familiarity with the congressional legislative and appropriations processes and experience conducting meetings with members of Congress and staff.
- Familiarity with executive branch activities such as the development and implementation of policies or regulations.

Preferred Education and Experience:
- Ph.D. in physiology or related life science.
- At least three years of science policy experience.
- Familiarity with animal research issues and oversight requirements.

Other Duties:
This job description is not designed to provide a comprehensive listing of job requirements. Duties, responsibilities, and activities may change at any time with or without notice.

Benefits:
This is a full-time, exempt position. APS offers exceptional benefits including professional development opportunities,
403-B retirement, medical, dental, and vision insurance, life insurance, short- and long-term disability, and free parking are offered.

How to Apply:
Please send your cover letter and resume to resume@physiology.org.

APS is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.