

Geoscience Technical Associate

American Geosciences Institute

Job Summary:

The American Geosciences Institute (AGI) is seeking a highly motivated geoscience graduate with a passion for technical problem-solving and cultivating partnerships to join AGI's Geoscience Profession and Higher Education department as a Geoscience Technical Associate. In this role, you will be responsible for applying your geoscience knowledge, research skills, and interpersonal communications ability to support a range of activities within the department, and will actively contribute to a range of ongoing research projects that impact the geoscience workforce and discipline. You will work collaboratively with existing project teams and establish and maintain strong professional relationships with colleagues across the geoscience community. Your job duties will draw upon your existing skills and knowledge to develop and deploy survey instruments, perform data collection and analysis of quantitative and qualitative datasets, plan and host webinars, develop online geoscience related courses as part of AGI's Geoscience Online Learning Initiative (GOLI) platform, and provide support on technology efforts within AGI's operations.

The position is exempt and based in Alexandria, Virginia with the potential for a hybrid work schedule.

Please submit cover letter and resume via email to jobs@americangeosciences.org with the subject line "Geoscience Technical Associate."

Job Responsibilities

- Collaborate with AGI staff on various analysis and data collection activities related to ongoing research projects. Produce analyses and visualizations, and collaborate on writing and editing technical reports.
- Provide production support for AGI's webinar series, including pre- and post-production of webinar video recordings, speaker preparation, marketing, and participant support.
- Identify and work with subject-matter experts to develop webinar and online course content.
- Develop strategies for increasing participation and revenue in professional development initiatives, and create compelling visual content for associated marketing materials.
- Support AGI technology operations, including website development, app development, and end-user support.
- Identify opportunities for novel research and develop proposals for new work to fund those ideas.
- Continuously learn and grow new skills to stay up to date with emerging technologies and new project requirements.

MINIMUM QUALIFICATIONS

Education and Experience

- A bachelors or higher degree in the geosciences or in a related physical or computational science with geoscience-related experience.

- Demonstrated research and analysis experience, including data analysis of quantitative and qualitative datasets.
- Demonstrated experience with programming, preferably with Python and Go.
- Experience using database systems and Linux-based systems.
- Website authoring experience.
- Experience in teaching geoscience content, especially via online learning platforms and virtual communication platforms, including as a teaching assistant or in a formal teaching role.
- Experience with graphic art design software such as Adobe, Inkscape, and/or GIMP.
- Experience with video production software such as Adobe or Davinci.

Knowledge, Skills, and Abilities

- Exceptional interpersonal and communications skills, including the ability to work collaboratively with existing project teams and establish strong working relationships with colleagues across the geoscience community.
- Strong ability to work resourcefully with minimal supervision.
- Strong critical and creative thinking skills.
- Ability to prioritize and organize tasks and duties to efficiently manage multiple projects with competing deadlines.
- Eagerness to learn new skills and grow into roles.

About the American Geosciences Institute

The American Geosciences Institute is a not-for-profit 501(c)(3) organization that represents and serves the geoscience community by providing information services to geoscientists, serves as a voice of shared interests across the geoscience profession, plays a major role in strengthening geoscience education, and strives to increase public awareness of the vital role the geosciences play in society's use of resources, resilience to natural hazards, and the health of the environment. With a network of nearly 50 member organizations, AGI represents over a quarter-million geoscientists across the country and around the world. AGI's headquarters are in Alexandria, Virginia. AGI provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religious creed, sex, national origin, ancestry, age, marital status, citizenship, genetic information, sexual orientation, gender identity and expression, mental or physical disability, or protected Veteran status.