



Science Policy Analyst

The [American Society of Human Genetics](#) (ASHG), the primary professional membership organization for human genetics specialists worldwide, seeks a Science Policy Analyst to join its Science Policy Department. This person will report to the Director of Science Policy and will help fulfill the Society's advocacy role by conducting analyses on policy issues affecting genetics; developing policy statements consistent with ASHG's policy platform; and coordinating policy and advocacy-related events.

Major duties

- Identifies, researches and tracks policy issues affecting genetics research, the use of genetics in medicine, and applications of genetics
- Tracks and analyzes federal legislation, regulations and court cases affecting ASHG's policy platform
- Conducts policy analyses to inform the Society's policy positions
- Drafts policy statements and liaises with Society communications staff on development of media messages and materials pertinent to ASHG's policy platform
- Develops written informational materials for different audiences such as ASHG's Board, membership and Congress
- Develops and updates policy and advocacy content on Society website
- Represents ASHG within policy-focused groups and coalitions
- Coordinates and/or leads policy and advocacy-related events, such as at the Society's Annual Meeting

Skills required

- Excellent written communication skills
- Excellent analytical skills
- Ability to read and interpret legislation, regulations, and other complex policy documents, and determine the relevance for ASHG
- Ability to manage multiple projects, prioritize and meet deadlines
- Ability to build and maintain professional working relationships, including with ASHG staff and members
- Professional behavior within and outside the organization
- Strong interpersonal skills and the ability to work with a team

Education and experience

- Bachelor's degree in genetics or public policy
- Masters/PhD preferred, or 3-5 years equivalent experience with science or health policy

Working requirements

- Sitting for a full work day
- Extensive use of computer keyboard, mouse and monitor
- Regular local travel to attend meetings and conferences.
- Occasional long-distance multi-day travel, including to attend ASHG's Annual Meeting

How to Apply

Please send a cover letter with salary requirements, your resume and a writing sample of your choice. For a detailed job description and to submit your application, please visit:

<http://www.faseb.org/employment>

ASHG is an Equal Opportunity Employer.

For more information about ASHG, please visit: www.ashg.org