

Senior Communications Specialist - Human Nutrition
Research Center on Aging
Tufts University

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Posted Apr. 30, 2024, set to expire Dec. 31, 2024

Job Title	Senior Communications Specialist - Human Nutrition Research Center on Aging
Department	Human Nutrition Research Center on Aging
Institution	Tufts University Medford, Massachusetts
Date Posted	Apr. 30, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Communications/Public Relations
Job Website	https://jobs.tufts.edu/jobs/20441?lang=en-us&iis=Job+Board&iisn=AcademicKeys
Apply By Email	
Job Description	

Overview

The mission of the Human Nutrition Research Center on Aging at Tufts University (HNRCA) is to promote healthy aging through nutrition science to empower people seeking to enjoy long, active, and independent lives. HNRCA's scientists examine how nutrition and physical activity play a role in the prevention of the major chronic degenerative conditions and diseases associated with aging.

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What You'll Do

The Senior Communications Specialist is a highly visible member of the HNRCA staff whose primary duties are (a) to promote the discoveries of HNRCA scientists working on issues related to nutrition, physical activity, and healthy aging by developing and executing comprehensive communications strategies; (b) to build and leverage relationships across the university and with external organizations whose work relates to nutrition and/or healthy aging; and (c) to serve as point person for center-wide efforts to advance diversity, equity, inclusion, and justice within the center and among our clinical study participant population.

Under minimum supervision, the Senior Communications Specialist:

- develops, designs, and executes strategies that promote the mission and goals of the HNRCA
- develops high-quality print and digital materials, researching and writing effective communication pieces independently researches, recommends, and implements communications and marketing strategies and projects
- develops the design and content for website and social media communications
- evaluates and reports on the effectiveness of communications strategies
- recommends changes to communications strategies/tactics to the center's leadership team.

What We're Looking For

Basic Requirements:

- Bachelor's degree in a related area of study
- Five or more years of communications experience, preferably in a science-oriented environment
- Graphic design skills/experience
- Demonstrated experience with managing a website/web-based content management system, email marketing tools, and social media
- Demonstrated ability to write, in lay terms, summaries of scientific research
- Education and/or experience related to diversity, equity, and inclusion
- Proficient in Adobe Creative Suite and MS Office

Preferred Qualifications:

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- Fluency in intergenerational communications
- Experience in a higher education environment and/or non-profit setting

Pay Range

Minimum \$70,000.00, Midpoint \$87,550.00, Maximum \$105,100.00

Salary is based on related experience, expertise, and internal equity; generally, new hires can expect pay between the minimum and midpoint of the range.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact