

## Purdue Entomology Outreach Specialist

### Job Summary

The Outreach Specialist will develop and implement a range of outreach and engagement programs for the Department of Entomology. In this role, you will coordinate and strengthen existing outreach programs (i.e., Bug Bowl) and the development of new and innovative programming that raises the profile of Entomology and the department, advances strategic initiatives and contributes directly or indirectly to recruitment of undergraduates into the department. You will be responsible for implementing and conducting qualitative and quantitative assessments of in-person and online program impact and using this information to make improvements to programs for long-term sustainability as well as work with faculty and staff to promote the Department to a variety of audiences and stakeholder groups, using a range of approaches, including developing and maintaining an active and coordinated social media presence. In addition, you will work independently and with others to secure funding to support K-12 and other education and outreach activities and engage with and develop programming responsive to under-served communities, including non-native English speakers.

### Responsibilities:

- Train and supervise student workers that may assist with maintenance of insect colonies and other outreach materials (eg. insect specimens) as needed
- Maintain laboratory equipment and instrumentation that is dedicated to outreach (e.g., dissecting microscopes)
- Conduct analyses of qualitative and quantitative data generated from outreach activities to assess program impact, revise and update programming as necessary
- Develop reports, presentations and papers summarizing what educational goals were addressed with programming
- Engage with the general public, K-12 audiences, alumni and other stakeholders to raise awareness of Entomology, relevance to society, department activities
- Develop outreach and educational programming focusing on high school students to strengthen departmental recruitment efforts.
- Secure donor support for outreach activities
- Develop and implement a coordinated social media strategy to elevate the reach and impact of departmental programming; ensure messaging is in line with Purdue University's brand
- Seek strategic partnerships at the College and university level as well as externally (e.g. Education) to increase the visibility and audience for the Department
- Work alone, or within larger teams to generate extramural funding in support of projects that include outreach or engagement components

**Required:**

Master's in biology, entomology and two to three years of experience in K-12 educational program development and assessment

2 years of experience in data analysis, synthesis and reporting

In lieu of degree, an equivalent combination of education and experience may also be considered (Bachelor's + 4 years of experience)

Experience with scientific writing, including development of manuscripts, grant proposals

Microsoft Office Suite

Excellent oral and written skills (prepare reports, funding submissions)

Communication skills (prepare and present educational programs to diverse and wide-ranging audiences, including via interviews, social media and web-based communications)

Valid U.S. or Canadian driver's License

**Preferred:**

- PhD
- Spanish language proficiency

**Additional Information:**

- Search chair, Doug Richmond [dreichmond@purdue.edu](mailto:dreichmond@purdue.edu)
- Purdue will not sponsor an employment related visa for this position
- A background check will be required for employment in this position
- FLSA: Exempt (Not Eligible For Overtime)
- Retirement Eligibility: Defined Contributions Waiting Period
- Purdue University is an EOE/AA employer. All individuals, including minorities, women, individuals with disabilities, and veterans are encouraged to apply

Apply online at <https://careers.purdue.edu/job-invite/21888/>

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