*Communicating Research and Scholarship Working Group*

Reporting to: Denise Hersey, Head, Science Libraries  
Position Start Date: September 1, 2019 (negotiable)  
Position End Date: December 20, 2019 (negotiable)

The Communicating Research and Scholarship Working Group seeks applications for the University Administrative Fellows (UAF) Program. Applicants should submit a cover letter and résumé via email by May 30, 2019 to James M. Van Wyck (jvanwyck@princeton.edu). All questions and inquiries are welcomed.

**About the Communicating Research and Scholarship Working Group**

Both performing and sharing research and scholarship -- with a wide array of audiences -- are closely aligned with Princeton University's role as one of the world's leading research universities. Sharing discoveries with audiences across disciplines and professions is an essential step in ensuring that our research serves humanity. Representatives from a number of University partners are in the process of creating the Communicating Research and Scholarship Collaborative (name still tentative), which will centralize, develop, and promote resources for sharing research with a variety of public audiences. The Communicating Research and Scholarship Working Group brings together scholars, librarians, and administrators to help craft the planning and launch of this Collaborative.

**Major Project: Development of the Communicating Research and Scholarship Collaborative**

In collaboration with campus partners, the UAF will help in the development of the Collaborative described above. Depending on their interests and abilities, the UAF may:

- Continue and broaden the survey of established campus activities related to educating students and faculty on how to communicate their research and scholarship effectively --including resources focused on written and oral communication..
- Research similar programs at peer institutions, such as Harvard, Yale, MIT, Brown, Dartmouth, and Stanford, and distill best practices in programmatic offerings.
- Help produce a website, budgets, recruitment documents, and advocacy materials.
- Coordinate surveys and outreach to faculty, graduate students, and other University stakeholders.
- Investigate potential sources of funding and assist in grant writing.
- Help the core team envision the future of communicating research and scholarship at Princeton.

Qualifications: strong communication skills, experience working collaboratively, interest in public scholarship and communicating research to a variety of audiences.