



Autism Science Foundation

searching. solving. sharing.

The Autism Science Foundation (ASF) seeks a Communications Director to join our growing team. ASF is a nonprofit organization dedicated to supporting people with autism and their families by funding scientific research aimed at finding the causes of autism and developing better treatments.

The Communications Director will write and edit newsletters, press releases and social media posts and will oversee all communications with multiple stakeholder groups. The ideal candidate should have experience in public relations and be excited to work as part of a growing team.

Roles and Responsibilities:

- Develop and execute strategies to promote and share all science news, fundraising activities and other events via email and multiple social media platforms.
- Write and produce all press releases.
- Write blog posts for multiple platforms.
- Develop and oversee opportunities to share ASF activities with the press.
- Oversee and manage all Hubspot activities, including writing newsletters and developing workflows.
- Write and produce annual report.
- Write and produce advocacy materials.
- Produce promotional/fundraising/mission videos, including for YouTube and other sites

Qualifications:

- B.A. or B.S degree at minimum
- 2-5 years experience in communications, journalism or public relations
- Understanding of non-profit organizations and fundraising laws (non-profit experience a plus)
- Excellent time management and organizational skills
- Creative problem solver
- Independent worker
- Detail oriented
- Excellent communication skills
- Comfortable working under tight deadline

ASF offers a flexible work environment with competitive salary and benefits.

Send resume and cover letter to contactus@autismsciencefoundation.org