



Executive Director Jefferson City, MO *

** The successful candidate may be based anywhere within the State of Missouri that's within close driving distance to the State Capitol*



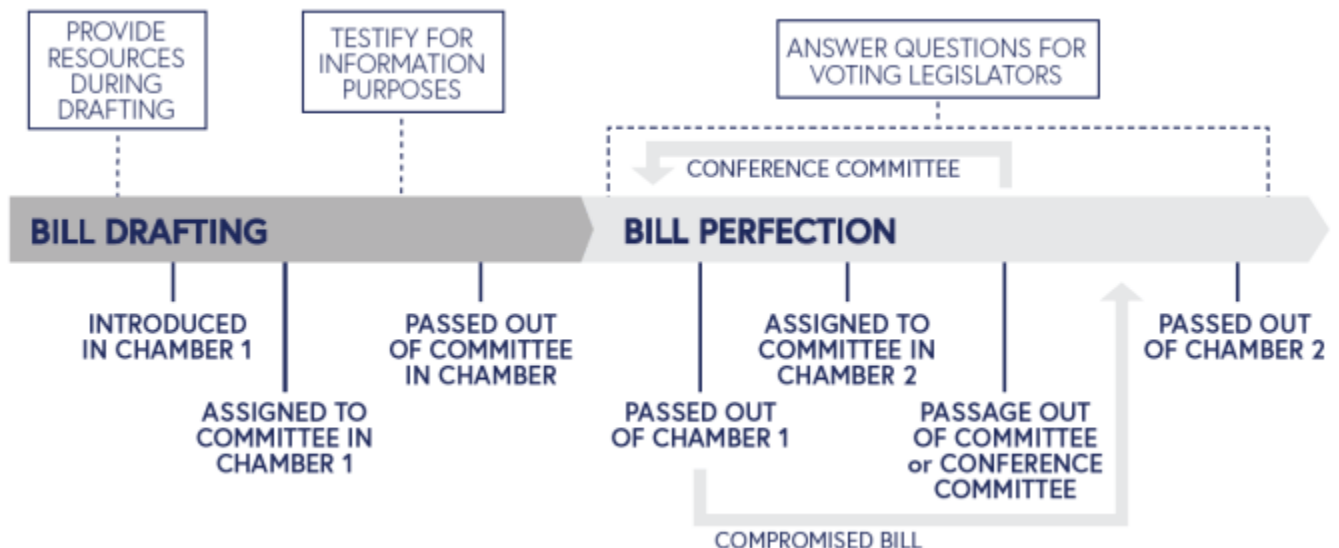
About MOST Policy Initiative

Connecting science to policy at the state level in Missouri

MOST Policy Initiative, Inc. is a nonprofit corporation aimed at bringing scientists and policymakers together to improve livelihoods for people and communities in Missouri. The Missouri Science & Technology Policy Fellows program is the core, inaugural program under the umbrella of the MOST Policy Initiative.

In 2016, MOST Policy Initiative was founded by three Ph.D. students at the University of Missouri – Hallie Thompson, Mike Hendricks, and Rachel Owen. In 2019, MOST hired one of the co-founders, Rachel Owen, to be the full-time Executive Director and later transitioned the organization from the University to a standalone 501(c)(3). Since its founding, MOST has served as a consistent resource for policymakers when developing and voting on legislation that will impact their constituents. MOST’s goal is to support evidence-based decision making for all Missourians by providing accessible scientific research for free and in a way that is easy to understand.

The organization is supported by private philanthropy and individual donations.





Purpose, Mission, Vision, & Values

Purpose

To serve as a boundary-spanning organization between science and policy at the state and local levels by providing resources, fostering relationships, and showcasing collaborative solutions.

Vision

To create institutionalized collaboration and trust between the scientific community and decision-makers in Missouri and surrounding states.

Mission

To promote long-term health, sustainability, and economic growth for people and communities by connecting science and policy at the local and state levels.

Values

- ❖ Evidence-Informed Decision-Making
- ❖ Transparency
- ❖ Accessibility
- ❖ Collaboration
- ❖ Equity
- ❖ Interdisciplinarity

Science Notes

Science Notes are short memos that describe scientific principles related to policies or legislation. Each Science Note summarizes research describing the potential impacts of proposed legislation.

Legislators and legislative staff are the primary intended audience for Science Notes, but they are all made publicly available on the MOST website upon sharing. You can find all published Science Notes here:

<https://mostpolicyinitiative.org/resources/legislative-science-notes/>



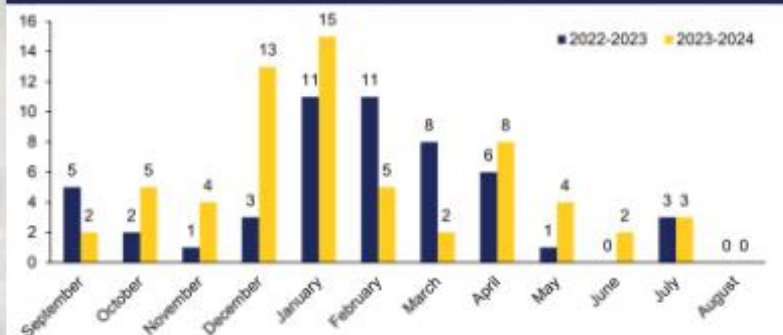
2024 Highlights

We wrote
61
Science Notes

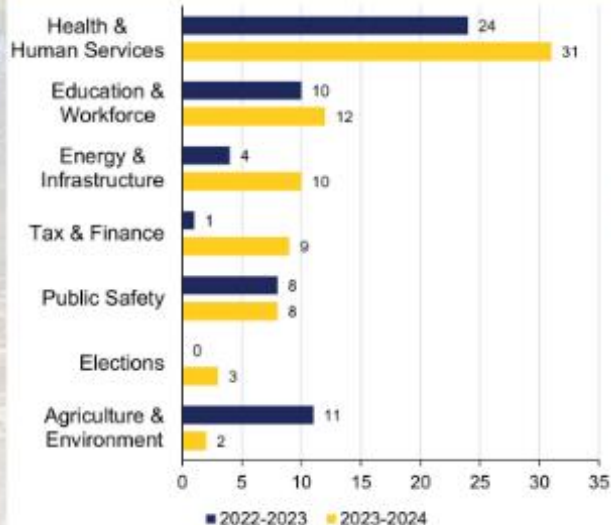


At the request of
39
legislators

Science Note Requests Over Time



Science Note Requests By Topic

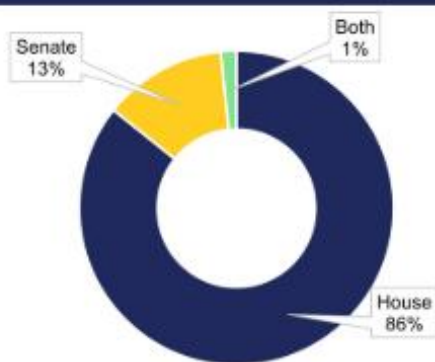


LEGISLATOR SURVEY

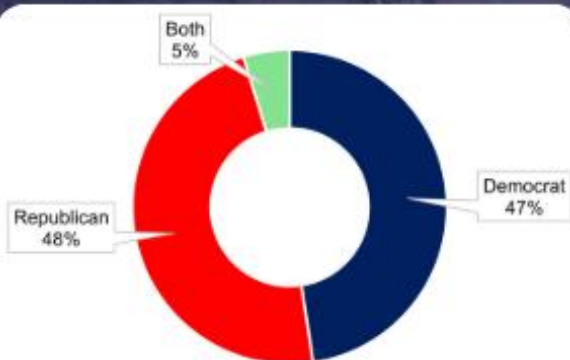
In a survey of lawmakers who requested Science Notes, legislators from both parties and chambers reported how they used information from MOST during the 2024 session.

Lawmakers strongly agreed that Science Notes were objective and informative. Notes were used for background information, committee testimony and discussion, floor debate, and voting consideration.

HIGHLIGHTS



MOST received the majority of its requests from the House of Representatives. One request came jointly from legislators across both chambers.



Science Notes are requested roughly equally by both parties. Some Notes are requested by members of both parties.

44% of survey respondents requested a Science Note because they wanted more information about a bill they were sponsoring

29% said that Science Notes were the most useful during public committee hearings

92% shared Science Notes with colleagues one or more times

0% reported that Science Notes contained biased or partisan information

LEGISLATOR SURVEY RESPONSES

"Provides expertise otherwise unavailable very helpful to positive result; , e.g Task Force on Substance Abuse Prevention and Treatment"

"The notes are always non biased and often make me cozier with new info."

"The science notes are amazing!"

"I used the research to draft legislation and also used it in the public hearing on my composting bill. The info was fantastic and allowed me to affectively advocate for my bill in committee."

MOST Policy Initiative Seeks Strategic Relationship Builder

The Executive Director at MOST holds a strategic, public-facing leadership position and also manages the organization's team, overseeing internal, day-to-day research initiatives and comprehensive deliverables. This leader is responsible for directing operations with effective management of employees while establishing professional relationships with executive agencies, national and regional groups, content experts, and local legislative representatives. The Executive Director is tasked with ensuring the accuracy and soundness, and excellence of all science note request deliverables provided by the MOST team.

MOST strives to ensure outstanding academic services and products. The Executive Director demonstrates a continual commitment to accurate, high-quality content and stakeholder satisfaction through in-depth research results provided by the MOST team.

The Executive Director must demonstrate a dedication to integrity, teamwork, transparent communication, organizational culture, vision, and goals.

Responsibilities include:

- ❖ Oversee and manage research, collaborative reviews, and science notes created by staff.
- ❖ Identify, interview, and hire staff. Conduct onboarding/offboarding, performance, and disciplinary actions.
- ❖ Establish processes that promote optimal and inclusive culture and teamwork.
- ❖ Establish and curate strategic partnerships with community leaders, other state fellowship organizations, media, lawmakers, professional organizations, and scientific societies as appropriate.
- ❖ Develop fundraising plans and goals, including identifying individual, corporate, and foundation prospects.
- ❖ Develop grant proposals and submit applications for funding; manage grant reporting and program officer meetings.
- ❖ Attend and participate in all Board meetings, including Executive Committee, and strategic planning functions.
- ❖ Implement improved processes and management methods to increase ROI and workflow optimization while also reducing expenses and costs.
- ❖ Fulfill all internal and external financial reporting requirements.
- ❖ Follow and enforce organizational standards for deliverables, equity, and ethics.



The Candidate

Knowledge and qualifications:

- ❖ Outstanding organizational and leadership abilities.
- ❖ Strong aptitude in reasoning, decision-making, and problem-solving.
- ❖ Demonstrable competency in written communication.
- ❖ Working knowledge of data analysis and performance/operations metrics.
- ❖ Comprehensive understanding of business functions (i.e., Finance, Marketing, HR).
- ❖ Strong knowledge of grant writing requirements.
- ❖ Knowledge and ability to expertly use all MS Office suite (Word, Excel, PowerPoint).
- ❖ Working knowledge of Missouri state government preferred.
- ❖ An entrepreneurial spirit, with the desire and drive to grow the organization.

Experience and Education

- ❖ Minimum of an advanced degree (Master's, JD, Ph.D., etc.).
- ❖ Minimum of two years of academic research experience or similar work experience.
- ❖ Minimum of two years management experience or similar work experience.
- ❖ Prior full accountability for operational and financial performance experience.
- ❖ Grant-writing experience.
- ❖ Experience working with and reporting to a board of directors.



Submit your application:
<https://driwaterstonehc.com/position/most-ed/>

Salary Range: \$90,000 – \$100,000 annually

Location: Jefferson City, Missouri preferred, open to hybrid schedule; additional on-site availability during legislative session required.

Travel: Travel is required.

Equal Opportunity Employer

MOST Policy Initiative is committed to equal opportunity and non-discrimination in employment. We believe that all employees and applicants should be treated with courtesy, dignity and respect. At MOST Policy Initiative, we do not discriminate in employment on the basis of race, color, gender, pregnancy, national origin, ancestry, age, disability, religion, or veteran status.

DRiWaterstone has been exclusively retained for this engagement. All first-round interviews for this position will take place via video conference with DRiWaterstone.

About DRiWaterstone

DRiWaterstone is a boutique executive search firm recognized by Forbes magazine as one of the leading executive recruiting firms in the U.S. With a focus on purpose and mission-driven organizations, we provide executive search and strategic consulting services to help regional, national, and international clients grow, thrive, and excel.