



Science Writer
NOAA/NESDIS
NOAA Satellite and Information Service
Silver Spring, MD

I.M. Systems Group, Inc. (IMSG) www.imsq.com, (<https://www.imsq.com>) a science and technical company supporting the U.S. Federal Government, located in Rockville, Maryland, is seeking to fill a position for a **Science Writer** to join our team supporting the NOAA Satellite and Information Service in Silver Spring, Maryland.

Position Description:

This scientific writer/editor position is to provide communications support to the National Oceanic and Atmospheric Administration's (NOAA) Satellite and Information Service Headquarters (HQ) Communications Team, primarily in support of www.nesdis.noaa.gov. This individual would perform the following tasks:

- Write and edit content to support the NOAA Satellite and Information Service's Communications Team activities, such as *NESDIS News* web features, press releases, program highlights, outreach newsletters, and internal communications from NOAA leadership.
- Work with NOAA scientists and subject matter experts to translate technical and scientific information into creative, multi-media content that is accessible to the general public.
- Create and edit a variety of content for the NESDIS website and social media platforms.
- Review and edit reports, presentations and other documents for their adherence to NOAA Satellite and Information Service editorial standards.
- Work with NOAA Satellite and Information Service leadership by assisting in the preparation of presentations, reports and other documents that are seen by industry partners, academic groups, and congressional staff.
- Learn about satellites and the environmental science applications resulting from satellite data to help the Communications Team shape the content of their communications.
- Support the NOAA Satellite and Information Service social media activities, through developing new written content, posting to the NOAA Satellite and Information Service's social media accounts, and coordinating with communications teams across NOAA and the broader satellite community.
- Develop and execute targeted social media campaigns that utilize several social media platforms.
- Provide graphics and briefing support on an as-needed basis. Support includes, but is not limited to, the development of multimedia briefings, documents, posters, and presentations for senior government staff.

Required Skills:

Excellent oral and written communication skills, excellent human-relations skills, exceptional organizational skills, and careful attention to detail. Must hold a degree in writing, journalism, environmental science, or related fields, with 5+ years of experience for a B.S., 2+ years of experience for a M.S., or a Ph.D. The ideal candidate will possess a demonstrated capacity to:

- Work independently on assigned tasks and collaboratively with a variety of groups.
- Quickly edit manuscripts for grammatical errors, while applying a consistent tone.
- Ability to establish relationships with professionals across the broader NOAA organization.
- Multi-task, handling multiple projects at one time, including writing for vastly different audiences from technical experts to the general public.
- Use technology or data visualizations to communicate scientific information.
- Use Microsoft Office applications (Word, Excel, and PowerPoint), email, and web browsers.
- Write clear, interesting articles using the AP style.

Additional experience with web content management systems, such as Drupal, along with Adobe Photoshop is also desired.

Location and Timeline:

- Silver Spring, MD. Immediate start is available
- Must be able to pass a background investigation to obtain a security badge to enter federal government facilities.
- Please include information regarding your current U.S. Citizenship or current visa status.

To Apply:

Please apply directly to our career portal or website: www.imsq.com or <https://careers-imsq.icims.com> (**NOA1653- Science Writer**). Include your resume, three references with contact information and a cover letter explaining how your qualifications meet the requirements of the position. Please indicate your timeline of availability and preferred salary level for consideration.

- Writing samples are required and should be to be emailed to hammondsg@imsq.com .

IMSG offers an outstanding overall Benefits Package including company paid leave, medical dental, vision, and 401K. IMSG is an Equal Opportunity Employer and Veteran Friendly.