



A 501(c)(3) Nonprofit
neuromatch.io

Neuromatch, Inc.
9450 SW Gemini Dr
PMB 70309
Beaverton, Oregon 97008
United States

Marketing & Communications Manager

Time zones and location: This position is fully remote. You can work from a location outside the US and global applications are highly encouraged. However, we expect team members to be available to attend regular weekly meetings virtually within US and European business hours. *You must have work authorization in the country you want to work in.*

Salary: \$60,000 - \$75,000 USD for US-based candidates based on skills and experience. We use a geography-based compensation strategy which adjusts salaries based on the cost of living and market rates in a specific country.

Benefits:

Fully remote
Unlimited paid time off (PTO)/annual leave policy
Employer-matched 401(k)/pension contributions
Health and dental insurance
Fully-flexible working hours

Start date: While we ideally want someone to start as soon as possible, we are willing to be flexible with the start date for the right candidate.

Application closing date: Sunday 23 February 2025. Applications will be reviewed on an ongoing basis and the role may close early if a successful appointment has been made. Early applications are therefore encouraged.

About Neuromatch

Neuromatch is a nonprofit organization committed to building a global and inclusive platform for research and education in computational sciences. Our mission is to make computational sciences accessible to everyone, everywhere. We believe that fostering a diverse and globally connected computational science research ecosystem is key to driving scientific innovation forward.

We are best known for our flagship programs, Neuromatch Academy and Climatedmatch Academy, which offer online courses in computational neuroscience and computational climate science. Over the past five years, these programs have empowered more than 10,000 students from over 120 countries.

In addition to our educational initiatives, Neuromatch actively supports the career development and mentorship of early-career researchers through our [Impact Scholars Program](#). We are also

pioneering efforts to advance interdisciplinary research in computational sciences. For instance, we recently launched [MEXA](#) in partnership with Wellcome, a global research platform designed to drive innovation in mental health research by leveraging artificial intelligence and computational sciences.

The Role

In order to expand our mission to underserved communities and into new research domains, we are looking for a dynamic and experienced **Marketing & Communications Manager** to amplify our reach, build stronger relationships with our global community, and support our mission of making computational science accessible to all.

This is an exciting time to join Neuromatch! We are embarking on a transformative rebranding initiative—including a name change to better reflect the broader research domains we serve—while launching a revised strategy and delivering a 5-year impact report.

In this role, you will enhance Neuromatch’s global visibility, grow its audience and community, and ensure consistent, high-quality messaging that aligns with our mission. You will manage a range of campaigns promoting our programs and partnerships, ensuring engagement across diverse platforms and regions.

You will be a key decision-maker within our small, agile Core Team and will line-manage our Communications Chair for Neuromatch and Climatedmatch Academy, as well as oversee a global team of volunteers supporting Neuromatch’s communications efforts. Reporting to the Chief Executive Officer and working closely with the Program Director, this role offers an exciting opportunity for a creative professional who thrives in a mission-driven organization and is passionate about making a global impact in science and education.

Key Responsibilities

Marketing Strategy and Campaign Management

- Develop and implement a comprehensive marketing and communications strategy to increase Neuromatch’s global reach and impact.
- Manage Neuromatch’s online presence, including its website and social media platforms, to drive engagement and awareness.
- Plan, execute, and evaluate targeted marketing campaigns to promote Neuromatch’s educational programs, initiatives, and events.
- Identify and prioritize new audience segments to expand reach, including underserved communities.
- Leverage data analytics to optimize campaigns and inform future strategies.

Brand Development and Management

- Ensure all communication aligns with Neuromatch’s brand identity, mission, and values.
- Lead initiatives to update branding as Neuromatch’s mission and remit expand.
- Develop messaging frameworks to ensure consistent tone and voice across all platforms.

Content Creation and Management

- Oversee the production of high-quality, engaging content, including press releases, newsletters, blog posts, social media updates, videos, and marketing collateral.
- Develop content strategies for multiple channels (e.g., website, social media, email, webinars).

- Collaborate with program leaders to translate complex scientific and educational topics into accessible, impactful content.

Public Relations and Media Outreach

- Build and maintain relationships with media outlets, scientific journals and influencers in the scientific and educational communities.
- Manage media inquiries and secure coverage to raise awareness of Neuromatch's initiatives and impact.

Stakeholder and Community Engagement

- Collaborate with Neuromatch's leadership and stakeholders to align communication efforts with organizational goals.
- Develop campaigns to engage donors, partners, and sponsors, showcasing the impact of their support.
- Cultivate relationships with global scientific and educational communities to amplify Neuromatch's mission.

Skills and Experience

Required

- 2+ years of experience in marketing, communications, or a similar role, preferably within a non-profit or scientific organization.
- Proven experience in developing and executing successful marketing and communication strategies.
- Proficiency in digital marketing tools and managing social media campaigns (e.g., Google Analytics, LinkedIn Campaigns, social media platforms, email marketing).
- Exceptional written and verbal communication skills, with the ability to convey complex ideas clearly and effectively.
- Strong project management skills with the ability to manage multiple priorities and deadlines.
- Demonstrated commitment to diversity, equity, and inclusion in messaging and audience engagement.

Preferred

- Experience working in global and/or remote organizations.
- A background in science.
- Experience managing budgets for marketing campaigns.
- Experience with website analytics and in Javascript and/or HTML and CSS for updating website copy.

Why Join Neuromatch?

- *Mission-Driven Impact:* Contribute to a global initiative dedicated to making computational science accessible to everyone, everywhere.
- *Collaborative Culture:* Be part of a passionate, diverse, and inclusive team that values innovation, equity, and shared success. We hold annual in-person retreats to strengthen collaboration, foster team building, and engage in strategic planning.
- *Flexible Work Environment:* Enjoy the freedom of fully remote work with a strong emphasis on work-life balance.

How to Apply

Please submit your CV and a cover letter detailing your interest and qualifications for the role here: <https://airtable.com/appBGDTJHklqgEahl/shrS8wgxyGTmhpXXg> by the closing date of **Sunday 23 February 2025**. Applications will be reviewed on an ongoing basis and the role may close early if a successful appointment has been made. Early applications are therefore encouraged.

At Neuromatch, we are committed to fostering a diverse, inclusive, and equitable workplace where individuals from all backgrounds feel valued and empowered to contribute. We celebrate diversity in all its forms and actively seek to build a team that reflects the global communities we serve. We encourage applications from individuals of all races, ethnicities, religions, genders, sexual orientations, ages, abilities, and identities.

The ideal candidate for this position will possess many of the skills and experiences described above. However, there is no such thing as a “perfect” candidate. If you are on the fence about applying because you are unsure whether you are qualified, we strongly encourage you to apply.