The Ohio State University Moritz College of Law seeks a Program Manager & Senior Analyst for the Program on Data and Governance (PDG). This Program studies how to govern advanced analytics, artificial intelligence and other innovative uses of personal data so as to realize their social and economic benefits while reducing the risks that they pose to privacy, fairness, equality and accountability. The Program conducts non-partisan, interdisciplinary research, hosts conferences and speaker events, advises policymakers and businesses, and engages students on vital questions regarding the governance of advanced analytics and AI. Under the direction of the Faculty Director, the Program Manager & Senior Analyst will: plan, organize and manage conferences and speaker events; draft grant proposals; manage grants and grant reporting; manage and write content for the Program website, blog, events calendar, social media accounts and external communications; conduct research on the governance of advanced analytics and AI; represent the program at university and public functions; monitor and manage the budget; draft the annual report; supervise students affiliates, and undertake other, relevant duties as assigned by the Faculty Director.

**Required:** Master's level degree. Experience with program planning and administration, event planning and management, and with website, blog and social media design and content creation. Interest in the information society, advanced analytics and AI, and privacy law and policy; excellent research, writing, editing and analytical skills, ideally including legal research experience; strong written and verbal communication skills.

**Desired:** JD or advanced degree in public policy, social sciences or computer science, or equivalent practical experience; knowledge of data science; experience with grant writing.

This term position will last for 24 months with a target salary range of $55,000-$65,000.

**Application Instructions:**
Interested applicants must submit an application through https://osujoblinks.com/ws3g
The Ohio State University is an equal opportunity employer.

All qualified applicants will receive consideration for employment without regard to age, ancestry, color, disability, ethnicity, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, gender, sexual orientation, pregnancy, protected veteran status, or any other bases under the law.

Applicants are encouraged to complete and submit the Equal Employment Identification form.