



## **RECRUITING A SENIOR PROGRAM DIRECTOR IN INDO-PACIFIC FOREIGN AND SECURITY POLICY**

The Pacific Forum is recruiting a senior program director to work on, and expand, its research and programmatic activities on Indo-Pacific foreign and security policy.

The ideal candidate will have an advanced degree and/or relevant professional experience, one or more area(s) of expertise, an established network within US and Indo-Pacific foreign and security policy, a publication record, strong programmatic and organizational skills, an entrepreneurial and team-player spirit, a willingness to conduct extensive travel in the United States and abroad, English language proficiency, as well as the legal right to work in the United States. A major plus is a demonstrated ability to attract funding from government sources and/or private entities.

Applicants should be familiar with political-military affairs and have competence in one or several of the following areas: strategic competition with China; Southeast Asia; Pacific Islands; maritime security; cyber and space security; US alliances, partnerships, and regional security architecture; and/or nontraditional security threats. Other areas will be considered as well.

This is a perfect position for a dynamic mid-level scholar interested in building on a record of success and developing his or her own programs in a leading, growing, and extremely active think tank focused on Indo-Pacific foreign and security policy.

### **Responsibilities:**

This position's duties include (but are not limited to):

- Conducting policy-oriented research and analysis on security and foreign policy issues;
- Publishing findings in articles, book chapters, and other publications;
- Presenting results at relevant conferences and workshops in the United States and abroad;
- Assisting in directing and administering the Pacific Forum's existing programs;
- Managing the execution of events in the United States and abroad;
- Developing funding proposals for existing programs and jump-starting new ones based on topical interest;
- Management and mentoring of Pacific Forum fellows, research interns, "Young Leaders," and junior staff – developing the next generation of Indo-Pacific security specialists is a major focus of Pacific Forum;
- Assisting with drafting, proofreading, and editing written material; and
- Supporting other fellows and staff.

Starting salary will depend on experience but is expected to range from \$80,000 to \$100,000 and will include benefits and, if applicable, relocation expenses to Hawaii (within reason). Position/Salary is evaluated annually based on performance and ability to attract funding.

**Interested candidates should submit the following items:**

1. Letter of interest. The letter, which should be approximately 2-5 pages long, should explain why you are interested in applying for the position and include a brief description of your vocational goals, intended areas of work at Pacific Forum, and potential funding sources;
2. Curriculum vitae. The CV should reflect your educational background, grants and fellowships awarded, work experience, and publication record.
3. References. A letter of recommendation, plus the names and contact information of three professional references.

Please send application materials *by August 27* to [pacificforum@pacforum.org](mailto:pacificforum@pacforum.org)

**About the Pacific Forum:**

Founded in 1975, the Pacific Forum is a non-profit, foreign policy research institute based in Honolulu, Hawaii. The Forum's programs encompass current and emerging political, security, economic and business issues and works to help stimulate cooperative policies in the Indo-Pacific region through analysis and dialogue undertaken with the region's leaders in the academic, government, and corporate areas.

The Forum collaborates with a network of more than 30 research institutes around the Pacific Rim, drawing on Indo-Pacific perspectives and disseminating its projects' findings and recommendations to opinion leaders, governments, and publics throughout the region. We regularly cosponsor conferences with institutes throughout the Indo-Pacific to facilitate nongovernmental institution building as well as to foster cross-fertilization of ideas.

The Pacific Forum was listed among the "2020 Best New Think Tanks" in the 2020 Global Go To Think Tank Index Report; having recently returned to its former fully-independent status. This is an annual ranking produced by the Lauder Institute at the University of Pennsylvania. The Institute also listed the Pacific Forum in the top 100 "2020 Top Think Tanks in the United States" and as one of only 17 US think tanks listed in the top 73 "2020 Think Tanks With the Most Significant Impact on Public Policy" in the world.

For more information: [www.pacforum.org](http://www.pacforum.org)

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