

Job Title: Communications and Events Specialist

Organization: One Hive Foundation

Location: Remote

Rate: Anticipated \$27–38/hour. Negotiable based on experience and qualifications.

Job Type: Part-time ~15 hours a week.

*Some weeks may require more hours when the specialist is attending events on behalf of One Hive.

About One Hive Foundation

The One Hive Foundation is a private foundation that supports nonprofit organizations to conduct research and to promote pollinator health and ecologically responsible agriculture. One Hive grants increase available data on the impact of our actions on the environment; accelerate solutions that combine science, innovation, and respect for the environment; and support the next generation of diverse farmers who will foster ecologically responsible agriculture practices into the future.



Job Description

The Communications and Events Specialist will be vital in promoting the One Hive Foundation's mission and initiatives. This individual will implement communications strategies that engage our stakeholders, including community members, grantees, and partners. The ideal candidate will have a passion for environmental advocacy and science communication and excel in written and verbal communication.



Key Responsibilities

- Collaborate with marketing partners to convey marketing goals for long-term planning.
- Execute communication strategies that enhance organizational visibility and engagement.
- Write compelling content for various communication channels, including newsletters, press releases, websites, and social media platforms, focusing on pollinator health and sustainable agriculture.
- Manage and regularly update the One Hive Foundation's website and social media profiles to maintain an active and engaging online presence.
- Collaborate with program directors and other staff to highlight grantee success stories and impactful initiatives.
- Collaborate with marketing partners to set up interviews with media partners or gather quotes for publications.
- Organize and promote events, workshops, and other activities to engage community participation and support for ecological agriculture and pollinator health.
- Represent the One Hive Foundation at national and international conferences.
- Develop communications strategies and schedules for One Hive staff at conferences and events.

- Participate in organizational strategic planning as part of the One Hive Foundation team.

Desired Qualifications

- Bachelor's degree in Communications, Public Relations, Marketing, Environmental Studies, or a related field.
- Proven experience (5+ years) in communications, public relations, or a similar role.
- Excellent writing and editing skills with a strong attention to detail.
- Familiarity with digital marketing and social media platforms.
- Strong interpersonal skills and the ability to communicate effectively with diverse audiences.
- Experience in event planning and coordination.
- Knowledge of environmental issues, beekeeping, non-profit organizations, and community engagement strategies is preferred.

Key Competencies

- Strong organizational and project management skills.
- Ability to work independently and collaboratively in a team-oriented environment.
- Adaptability to changing priorities and willingness to learn.
- Creative thinking and problem-solving abilities.

Application Process

Interested candidates should submit their resume, cover letter, and relevant writing samples to info@onehivefoundation.org by Jun 15, 2025.

One Hive Foundation is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

