



JOB DESCRIPTION

Job Title	Workshop Facilitator with Scientific and Data Management Expertise	Employment Type	Contract
Location	Remote (with travel to in-person workshop)	Other Details	Must be a U.S. Citizen
Status	Open role ▾		

JOB SUMMARY

Yvette Gavin Consulting is seeking an experienced facilitator with a science background and a strong understanding of data management practices. Must be able to facilitate a high-impact workshop. This includes planning meetings, stakeholder interviews, designing and executing a 3-day workshop, and preparing a high-level report of outcomes and recommendations.

JOB RESPONSIBILITIES

Key Deliverables	Interview guide and summary
	Workshop agenda and materials
	Summary report with prioritized recommendations
Required Qualifications	Scientific background (preferred)
	Expertise in data management workflows and best practices
	Strong facilitation skills and workshop design experience
	Excellent verbal and written communication skills

Apply to: Mary@yvettegavin.com or on our website: <https://www.yvettegavin.com/careers>