



Call for Applications: Director of Research

Topos Institute is searching for a **Director of Research**. Topos is a new nonprofit scientific institute with a mission to shape technology for public benefit by advancing sciences of connection and integration. Our team of 12 uses cutting-edge mathematical research to develop computational tools that enhance communication, cooperation, and collective intelligence, with careful attention to their ethical, prosocial deployment. We have raised over \$7M and are doubling in size annually.

As we grow, we are now seeking a new senior scientific administrator to join our leadership team.

Position Summary

The Director of Research will provide research leadership and research administration infrastructure for basic and applied research at Topos Institute. The role reports directly to the Chief Executive Officer, and will be a member of the leadership team, alongside the CEO, Chief Scientific Officer and Chief Operating Officer. The successful candidate will be a recognized PhD mathematician with extensive knowledge of applied category theory and type theory, and demonstrated experience in both research and research administration.

The salary range for this position is \$120k - \$136k per year, with generous benefits. It is a full-time position located at our offices in Berkeley, California.

Topos Institute is committed to building a team with diverse perspectives and life experiences, so those with personal or professional backgrounds underrepresented at Topos are highly encouraged to apply. We are dedicated to shaping the future of technology to ensure a more equitable and just world, and we believe that a technology that supports a healthy society can only be built by an organization that supports its team members.

Join us in realizing our vision of a world where the systems that surround us benefit us all.

Position Responsibilities

- Collaborate with CEO to design and communicate the Topos scientific strategy, incorporating input from both internal scientific leaders and our external Advisory Council
- Chair the internal Scientific Steering Committee, including monitoring the scientific goals in our implementation plan
- Coordinate the Scientific Committee of the Topos Advisory Council
- Manage and support our team of Principal Investigators and our portfolio of grants
- Oversee grant management, including strategy, fundraising, identifying new funding opportunities, and assisting with grant development with our Principal Investigators
- Build strategic relationships and partnerships with other organizations and individuals to advance the Topos mission and research
- Support scientific operations in the Topos research start-up culture at a high level with flexibility
- Supervise junior researchers or research administrative staff directly as needed
- Conduct own research program (up to 40% time, negotiable with CEO)

This position description is not all-inclusive. Other duties and responsibilities may be assigned by the CEO.

Position Qualifications

- **Required:**
 - Established record as an outstanding PhD level researcher in mathematics with at least 5 years of demonstrated research experience
 - Extensive knowledge of and experience in applied category theory and type theory, including strong record of grants, publications, and scientific meetings and workshops
 - 5 years as a senior research administrator, including developing research strategy, securing funding, managing Principal Investigators and complex grants, and building partnerships and alliances to advance the research mission of their organizations
- **Desired:**
 - Research administration experience in nonprofit or public benefit organizations
 - Experience in working with domain experts to apply mathematical research principles to practice
 - Experience with corporate partners, particularly within the parameters of mission related research in a nonprofit, governmental organization or similar public benefit organizatio

About Topos

Topos is a mission driven organization that works to shape technology for public benefit by advancing sciences of connection and integration. Our strategic plan is at the center of all our work together: <https://topos.site/strategic-plan/>.

Joining Topos means joining an exceptional team deeply committed to using their talents for the betterment of society, and a future of technology that belongs to the public. After two years incubating the idea at MIT, we opened our Berkeley office in 2021, and are growing fast, with an office in Oxford (UK) planned for the coming year. We're looking for team members who are as excited as we are at pioneering a new organizational structure for prosocial and ethical development of technology, from basic research to tool development to societal impacts.

Topos is committed to ensuring that its team members thrive in their work and home lives. Topos offers competitive salary and benefits including medical, dental, and life insurance, 401k, paid sick leave, 18 days paid vacation annually, 13+ paid company holidays, and options for flexible working hours. We seek to provide working conditions comparable with top-tier academic research institutions such as MIT, Stanford, and UC Berkeley.

Location in Berkeley is required and we anticipate most work days will involve time in our Downtown Berkeley office; nonetheless our culture is one of trust and autonomy, and some work from home is common.

Topos is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or status as a protected veteran. More than this, we are committed to building a team where diverse voices will feel respected and heard.

Further information about Topos Institute can be found on our website (<https://topos.institute>), including information about [our current team](#). See also our [blog](#), [YouTube](#), and [research homepage](#).

Apply

If you have questions about this position, please contact Juliet Szatko at juliet@topos.institute. Applications will be reviewed on a rolling basis. All offers of employment are contingent upon completion of a background check.

To apply, please send an application comprising a cover letter and CV/resume to juliet@topos.institute.

Please feel free to convey any information about preferred names and pronouns. Upon request, we are also able to provide disability-related accommodations during the application and interview process.