

Role	Open Science Hardware Foundation (OSHF) Program Manager Full-time (35-40 hours/week on average)
Location:	Remote The OSHF is a U.S.-based 501c3 not-for-profit organization. Applicants located outside the U.S. who believe they are a strong fit are encouraged to explain their qualifications and relevant experience in their application.
Application Period:	The priority application date is May 30, 2026 , but applications will be accepted until the position is filled.
Start Date:	Flexible, with preference for July-August 2026
Reports to:	Executive Director

Overview

The Open Science Hardware Foundation (OSHF) is a 501(c)(3) nonprofit dedicated to advancing open source scientific instrumentation as a driver of better, more equitable science. Building on a decade of community leadership through the Gathering for Open Science Hardware (GOSH), OSHF works to shape the policy, infrastructure, and ecosystem needed to make open hardware a standard part of how science is done — everywhere.

OSHF operates at the intersection of open science, open source, and scientific practice. Our programs span fiscal sponsorship for emerging Open Science Hardware (OSch) projects, curated resource libraries, research fellowships, field-building convenings, and community support for the global GOSH network.

The Role

OSHF is hiring its first Program Manager — a pivotal hire that will shape how we deliver our programs and engage the OSch community as it grows. Working closely with the Executive Director, you will be responsible for the day-to-day management, coordination, and advancement of OSHF's core program portfolio, while contributing to field-building, community relationships, and organizational infrastructure.

This is a high-autonomy role for someone who is energized by working across a diverse portfolio of activities, comfortable operating with a remote small team, and is genuinely motivated by the potential of open science hardware to change how science is practiced globally.

Responsibilities and Duties

Program Management & Delivery

- Manage day-to-day operations across OSHF's program portfolio, including the OSch Resource Library, Research Fellows program, and initiatives to support OSch projects transitioning to revenue-generating models
- Track milestones, deliverables, and timelines; maintain program documentation and reporting systems
- Coordinate with contractors, fellows, community members, and external partners involved in program creation and delivery
- Support the design and iteration of new programs as OSHF's portfolio evolves

Community & Field Engagement

- Represent OSHF at convenings, conferences, and community gatherings to build relationships and elevate the field
- Support the relationship between OSHF and the GOSH community, including coordination with the Community Coordinator and community leadership structures
- Help surface emerging needs and opportunities from across the broader OSch community to inform OSHF programming

Communications & Visibility

- Contribute to newsletters, forum posts, social media, and other communications that keep OSch communities informed and engaged

- Assist in developing funder-facing materials, program reports, and impact narratives
- Support development and maintenance of public-facing web content related to OSHF programs

Organizational Operations

- Work with the ED to maintain grant deliverable tracking and program reporting
- Contribute to organizational planning, including workplan development and board-facing materials
- Help establish scalable operational systems appropriate to a growing small nonprofit
- Support the formalization and expansion of OSHF's fiscal sponsorship program, serving as a primary point of contact for sponsored projects
- Develop and maintain case studies and public-facing materials that communicate the value of the fiscal sponsorship offering

Desired Qualifications and Abilities

Required

- 3+ years of experience in program coordination, project management, or a related role in a nonprofit, research, or mission-driven organization
- Demonstrated ability to manage multiple concurrent workstreams with attention to detail and follow-through
- Strong written communication skills; comfort writing for varied audiences from technical to policy-oriented
- Genuine commitment to open science, open source, or adjacent fields; familiarity with the values and culture of open communities
- Comfort working remotely and asynchronously within a small, distributed team

Preferred

- Experience with or knowledge of open science hardware, open source software, or maker/fab communities
- Experience building and supporting community engagement programs, fellowships, or award programs
- Background in or familiarity with nonprofits

- Familiarity with tools commonly used in open research communities (GitHub, open data platforms, community forums, etc.)
- Connections to the GOSH community, research infrastructure community, or adjacent open science spaces

How we work

OSHF is a fully distributed organization and this position is part of our remote-working environment. You should normally be available for a full-time work week that includes North American and European business hours. You should have access to high-speed Internet given the nature of our work, which is often conducted via video calls, instant messaging, and other remote team management tools. Some in-person meetings and travel will be necessary.

If you don't believe you meet all qualifications as described, we still encourage you to apply. The best candidate for the position will possess a combination of skills and experience and show clear aptitude for obtaining those they may not yet have.

Compensation & Benefits

This is a full-time, exempt position. Salary range is \$68,000–\$72,000 USD annually, commensurate with experience. OSHF offers a flexible remote work environment and unlimited paid time off (with approval), as well as a stipend towards market-based health insurance if US-based.

We welcome candidates based anywhere, candidates based outside the US will be considered on a case-by-case basis depending on jurisdictional requirements.

To Apply

Please submit a [cover letter and resume via this form](#). The priority application date is **May 30, 2026**, but applications will be accepted until the position is filled.

The Open Science Hardware Foundation is committed to a diverse, multicultural work environment. We encourage people with different ability sets, people of color, and people of diverse sexual orientations, gender expressions, and identities to apply.