

Job Announcement

Position Title:	Project Manager, <i>Community Engagement</i>
Application Deadline:	March 15, 2026
Position Availability:	Immediate Opening
Location:	Oceanside, CA (San Diego County)
Position Type:	Full Time
Position Pay:	\$28 - \$32/hr (Depending on Experience)

About the Company

Action Research is a behavior change consulting firm that specializes in the application of behavioral and social science research to outreach programs that promote safe, healthy, and sustainable communities. Founded in 2001, Action Research has gained international recognition as a leader in developing effective behavior change programs based on community-based social marketing. We have a global clientele that includes dozens of governmental agencies, non-profit organizations, and private companies that are seeking to implement programs that address complex environmental and public challenges including waste reduction, recycling, energy efficiency, wildlife conservation, and climate resilience.

Position Summary

We are seeking a Project Manager with community engagement expertise to coordinate and oversee activities related to the development, implementation, and evaluation of behavior change programs. The Project Manager will provide oversight and support across all phases of projects including assembling and training outreach teams, coordinating field initiatives, developing project tools and implementation protocols, interpreting a wide range of program data, and writing reports. The role requires strong facilitation skills, strategic thinking, and the ability to work with diverse stakeholders.

Qualifications

- Bachelor's degree in psychology, social science, environmental studies, public policy, public health, communications, or related field (Master's preferred); Relevant lived and work experience acceptable instead of a degree.
- Minimum of 5 years of experience overseeing the implementation of projects, preferably sustainability or other public sector initiatives.
- Experience implementing community outreach, stakeholder engagement, public relations, or behavior change initiatives.
- 3+ years in a leadership role, with a proven track record of building and managing teams.



- Demonstrated ability in project management, budgeting, planning, execution, delivery, quality assurance, and reporting.
- Demonstrated experience in establishing and maintaining partnerships with a diverse array of stakeholders; experience working in multi-stakeholder environments preferred.
- Proven ability to work creatively and analytically in a problem-solving environment, demonstrating leadership, teamwork, innovation, and excellence.
- Technically competent with Microsoft Office (Word, Excel, PowerPoint, Outlook, etc.).
- Experience interpreting and applying outcomes of audience research to programs.
- Excellent communication, organization, and relationship-building skills.
- Demonstrated ability to ensure inclusive engagement practices and building trust with community members across diverse cultural contexts; Bilingual English and Spanish a plus.

Responsibilities

Project Development and Execution

- Coordinate all aspects of community-based social marketing (CBSM) and behavior change initiatives from research and design through implementation and evaluation.
- Responsible for planning, managing external vendor/subcontractor relationships, communications, resources, budget, change, risk, and issues.
- Oversee the day-to-day implementation of multiple projects.
- Communicate processes, project status, and obstacles, and make actionable recommendations to clients and stakeholders.
- Review and summarize peer-reviewed literature, technical reports, and other relevant documents.
- Identify audience segments, barriers, and benefits using theory, audience insights, and relevant data and evidence.
- Coordinate fieldwork initiatives including training, scheduling, execution, and reporting.
- Conduct field research including site visits, intercept surveys, observations, and expert interviews.
- Develop and maintain relationships with external partners including media outlets, community organizations, and others to support implementation of outreach strategies.
- Facilitate community meetings, focus groups, or other stakeholder communications.
- Disseminate program results to internal and external audiences in written and spoken formats.
- Develop project tools such as schedules, protocols, scripts, participant databases.
- Work with team members to translate the research results into clear and engaging communications, products, and services utilizing a range of communication channels.
- Prepare technical reports with appropriate tables, charts, and written summaries.
- Ensure timeliness, quality, and satisfaction of project deliverables to clients.

Community-Based Social Marketing (CBSM) Guidance

- Maintain enhanced understanding of CBSM and behavioral science principles.
- Assist with coordination of virtual and in-person CBSM workshops.



- Develop project tools that align with CBSM best practices.

Project Team Supervision

- Coach, mentor, and train project teams.
- Provide timely feedback (positive and critical) to subordinates.
- Communicate disciplinary needs to Director and Office Manager in a timely manner.

Business and Professional Development

- Assist managers and directors with proposal submission work assignments and SOW development.
- Actively stay on top of technical knowledge, recent trends, and emerging best practices in assigned project areas.
- Actively contribute to business development opportunities that align with the mission of Action Research.
- Establish and cultivate client relationships.
- Disseminate program outcomes and lessons learned through reports, journal submissions, conference presentations, and press releases.

Position Requirements

- Reliable transportation and current driver's license and insurance.
- Ability to pass a background check.
- Willingness to obtain First Aid and CPR certification, and fingerprinting if required.
- Occasional flexibility in schedule to accommodate scheduled presentations, outreach events, or data gathering activities.
- Travel to outreach sites within San Diego and Orange County.

Benefits Include

- Healthcare, Dental, Vision and Life Insurance Plan (with premium supplement from employer)
- 401(k) Plan with 3% Employer Matching
- Paid Holidays, and Volunteer Time Off.
- Paid Time Off (accrual begins after 90 days of employment).
- Flexible Spending Account (FSA).
- Employee Assistance Program.

Apply Now

Please send a letter of interest and resume to: info@actionresearch-inc.com

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www.actionresearch-inc.com

