



The Princeton AI Dialogues: PROJECT LIAISON

Princeton School of Public and International Affairs in Washington DC

2024-2025

JOB DESCRIPTION: PROJECT LIAISON

Princeton's public policy school (SPIA), together with faculty experts from its Center for Information Technology Policy, have designed a multi-faceted initiative on Artificial Intelligence, and specifically the hard policy questions around the development, application, and governance of what may become the most powerful technologies ever created. The Princeton AI Dialogues—a project focused on informing federal policymaking in Washington DC—will encompass a range of public and private activities relating to AI policy and governance, from Congressional briefings to private expert dialogues to public-facing events. And it may engage a broad range of AI and public policy applications, from biotech and labor markets to national security and the environment.

Princeton University faculty and researchers from across disciplines may participate in the AI Dialogues, including experts from the School of Public and International Affairs, Center for Information Technology Policy, Computer Science, as well as the Office of the Provost, Institute for Advanced Study, Biology, Sociology, Political Science, and Law. The AI Dialogues will also benefit from, and develop synergies with, the new [Princeton University / New Jersey AI innovation hub](#).

The **Project Liaison**, based in DC, will work closely with the Princeton SPIA DC Director. The Project Liaison will possess background/competencies in emerging technology / artificial intelligence as well as demonstrated project management and people skills.

Tasks will include (non-exhaustive):

- Establish relationships in leading Congressional offices and key executive offices and federal agencies (e.g. Commerce, NIST, OSTP, etc.), with guidance from the Director; shape and organize briefings and other activities (e.g. AI Policy Precepts) with officials and policymakers in Congress and across other policy constituencies;
- Monitor legislative proposals, relevant committee work, regulatory developments, and opportunities (e.g. requests for comment) in Washington, as well as associated tech news and developments from leading AI developers and technologists;
- Attend Washington DC events, hearings, and programming on AI governance & innovation and develop, in concert with the Director—ideas, networks, and partnerships as appropriate;

- Draft weekly updates on developments/opportunities for consumption by SPIA DC, SPIA, CITP, CS, PLI, PPH, AI2, NAM, and other “customers” across the growing University AI community;
- Support the Director in developing relationships with other faculty and centers, including those with joint appointments not only in computer science but faculty in sociology, engineering, law, biology, philosophy, etc., as well as those driving PLI, PPH, AI2, NAM;
- Play a leading role in conceiving, planning, organizing, and producing events and programming as outlined above, in coordination with SPIA DC Director and staff, as well as with CITP and other participating faculty/centers from across the University;
- Provide occasional support to other SPIA DC programming, events, research, and operations as needed, including those related to other projects.

Location: The Project Liaison will be based out of Princeton SPIA’s new center in Dupont Circle, Washington DC.

Application: Submit short cover letter and CV to spiadc@princeton.edu subject: “*AI Project Liaison: Application*”.

Type: Independent Contract

Contract Term: 12 months

Pay: \$105-115,000

Start Date: August 2024