



HIRING: Policy Director

POLARIS National Security is seeking a Policy Director to help lead and advance our work educating policymakers, national security professionals, congressional candidates, and the American public on conservative foreign policy and national security issues.

This role is designed for an experienced professional who can operate independently, oversee policy and research projects, and serve as a force multiplier for the organization. Working closely with the Executive Director, the Policy Director will help drive initiatives, manage project production, and represent POLARIS across Washington.

The successful candidate will bring substantive foreign policy expertise, strong communication skills, and sound political judgment. He or she should be comfortable managing multiple projects, engaging diverse stakeholders, and moving initiatives from conception to implementation.

POLARIS offers a fast-paced environment with significant opportunities for leadership, professional growth, and engagement with senior policymakers and practitioners.

The annual salary range for this position is \$110,000–\$130,000, with compensation commensurate with experience. POLARIS provides full healthcare benefits. This is a remote position, but residence in the Washington, D.C. area is expected.

Responsibilities

- Lead and manage policy initiatives and research projects related to national security, defense, and foreign policy;
- Conduct research and analysis on geopolitical and national security developments relevant to our mission;
- Draft, edit, and oversee policy briefs, reports, op-eds, memoranda, messaging materials, and digital communications;
- Ensure research and public-facing products meet high analytical and editorial standards;
- Supervise and mentor junior staff, including graduate fellows and interns;
- Support POLARIS' engagement with candidates, policymakers, and other stakeholders, including through briefings and forum events;
- Represent the organization in meetings and cultivate relationships across the national security community and congressional campaigns;
- Perform other related duties as assigned.

Qualifications

- At least five years of relevant national security experience, preferably in the Executive Branch, Congress, or campaigns;
- Strong knowledge of foreign policy and national security issues;
- Exceptional writing, editing, and analytical skills;

- Experience managing projects and producing high-quality policy products;
- Sound political judgment and strong interpersonal skills;
- Ability to operate independently, balance competing priorities, and thrive in a fast-moving environment;
- Interest in strategic communications and public engagement;
- Alignment with our mission and values;
- Residence in the Washington, D.C. area.

How to Apply

Submit a CV, cover letter, and two professional references to info@polaris-us.org. Applications will be reviewed on a rolling basis.