

## **Volunteer Grant Writer**

Do you want to create a lasting, positive change in your own community? We are seeking grant writers to help us raise funds so we can help provide food to more children in our community.

The primary responsibilities are:

- Prepare and present grant applications;
- Update the grant database with grant deadlines, required materials, the status of the application, etc;
- Connect with grant-making foundations and organizations to solicit feedback and establish positive working relationships;
- Identify all requirements of the grant to ensure all necessary attachments are submitted on time;
- Research new grant opportunities that are relevant to the organization.

Required skills:

- Demonstrated previous experience writing successful grant applications considered an asset;
- Excellent verbal and written communication skills;
- Strong interpersonal and presentation skills;
- Organized, detail oriented and deadline-driven.

If you wish to apply for this position, please submit your resume and interest to [lorrydetta@food4kidswr.ca](mailto:lorrydetta@food4kidswr.ca)