



## Grant Development Visionary

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**Purpose:** Obtain grant funding that will build new and exciting business partnerships to guide Chandler/Gilbert Arc to greater self-reliance.

**Scope:** Team up with the agency's Leadership Team to find untapped financial resources that can enhance the agency's mission to facilitate growth for people with intellectual and developmental disabilities. Assess needs, priorities and dreams. Research grant resources, complete grant applications and monitor outcomes.

**Skills/Attributes:** Excellent written and verbal communication skills. Experience with creative grant proposal development. Commitment to the process and community. Ability to think "Outside the Box."

**Time Commitment:** Flexible schedule, dependent on grant submission timelines and grant development goals.

**Work Environment:** Partner with Executive Director, Leadership Team and specific departments, dependent upon the projected grant benefactor. Administrative staff available. Option to work from home or have office space with computer, email, internet access. Will use own vehicle for local travel with mileage reimbursement for approved business travel.

**Perks:** "The Employee Network" discount program membership. Collaborative, enthusiastic and supportive administrative team and agency culture.