



Job Title: Part-Time Grant Writer (10 - 15 hours/week)

Reports to: Development Director

Compensation: Hourly \$20 - \$24

Location: Remote

Organization Summary: Through wildlife rehabilitation and public education, Cascades Raptor Center fosters a connection between people and birds of prey. We are a nature center and wildlife hospital open to the public year-round.

General Description of Position:

Cascades Raptor Center is seeking an experienced Grant Writer to support the Development team with the research, writing, and editing of grant proposals, narratives, and reports. The Grant Writer will work closely with the Development Director and program staff to identify potential funders, craft compelling applications, and gather relevant program and organizational information as needed. This role is ideal for a skilled writer with a strong track record in securing corporate and foundation grants and requires proficiency in editing, data analysis, and outcome measurement.

Primary Duties and Responsibilities:

- Draft high-quality grant proposal narratives, applications, reports, and supporting documents.
- Work with internal teams to collect and collate data into compelling narratives emphasizing program efficacy and outcomes.
- Perform research on foundations and corporations to identify potential grant opportunities.
- Maintain the annual grants calendar to include new applications and reporting deadlines.

Preferred Qualifications:

- Minimum of three years' experience with grant writing
- Ability to work well in a team environment, handle multiple assignments, and meet deadlines
- Strong research skills to identify potential funders and align funding opportunities with organizational needs
- Excellent written communication and storytelling skills, with the ability to craft clear, persuasive proposals and transform complex data into engaging narratives.
- Experience utilizing grant-seeking databases like GrantStation
- Exceptional editing skills with a keen eye for spelling and grammar.
- A passion for environmental education and wildlife rehabilitation is a plus.

We encourage you to apply and address how your professional and lived experience will contribute to our organization, even if your background does not match the preferred qualifications above.

To Apply: Email the following materials to Cascades Raptor Center at info@cascadesraptorcenter.org, with subject line "Grant Writer":

- Include a cover letter that outlines why you are a good fit for this position and the specific skills and knowledge you bring to the job.
- A resume detailing relevant experience, work history, and accomplishments.
- A relevant writing sample is encouraged, but not required.

Applications will be reviewed on a rolling basis; the position is open until filled, with priority given to applications received by Friday, April 18, 2025.

At Cascades Raptor Center, we strive to create a space where everyone feels welcome, safe, and heard. We are committed to the well-being of our marginalized visitors, staff, volunteers, and board members, and do not tolerate behavior that threatens, demeans, or excludes them. Our organization is an equal opportunity employer and does not discriminate based on race, ethnicity, religion, gender identity, sexual orientation, age, family status, national origin, or any other status protected by law.