

# **SIMILKAMEEN COUNTRY DEVELOPMENT ASSOCIATION (SCDA)**

## **Grant Writer**

**Contract (August 2022 – May 2023)**

\$1,500/month or \$15,000/contract duration incl. any contractor expenses

### **Who We Are**

The Similkameen Country Development Association is a non-profit organisation providing Chamber of Commerce and Visitor Information Services for Keremeos and the surrounding communities of the Lower Similkameen. Our mission is to promote business, community and tourism development on behalf of the Lower Similkameen and our business members. We are now looking for a community-focused, eager individual to guide fundraising efforts by taking the lead in the complete grant writing cycle – from researching and writing to assisting in follow ups and reports.

### **Position Overview**

Create an extensive and organized database of potential grants, relevant to the Similkameen Country Development Association; write and submit applications for applicable grants; monitor the complete application process; pro-actively support and inform the leadership team on any obligations or changes in the process.

### **Qualifications**

Bachelor's degree (English, Media, Journalism or related field) or equivalent educational or professional background; minimum of three years in a non-profit environment, preferably in a fundraising field; superior written and verbal communication skills; great time management skills with the ability to cope well under pressure; demonstrated experience to work independently with a strong sense of accountability.

**Sounds great? Please send your resume marked "SCGrant 2022-01" by email to:**

**[chamber@similkameencountry.org](mailto:chamber@similkameencountry.org)**

**Complete job description available on [www.similkameencountry.org](http://www.similkameencountry.org)**

**Closing date: July 31<sup>st</sup>, 2022**