



Part-Time Grant Writer – Contractor Position

About Sharp Again Naturally:

Sharp Again Naturally (www.sharpagain.org) is a Westchester-based nonprofit committed to stemming the growing tide of dementia by focusing on actionable steps people can take to prevent and treat memory loss.

Our Mission

- To educate the public/medical community about preventing dementia and improving brain health
- To empower everyone to take charge of their cognitive health and general wellbeing
- To support lifestyle changes that can improve cognition and may slow or reverse memory loss using a scientifically based multi-therapeutic approach
- To partner with like-minded professionals and organizations to broaden our reach and deepen our understanding of memory loss and its causes

We envision a world where dementia can be prevented, treated and reversed, and where everyone has the ability to remain cognitively healthy throughout their lives.

Job Description:

- Establish goals and define objectives in conjunction with the Sharp Again Naturally (SAN) Executive Director and Board Chair
- Research, identify and prioritize appropriate family foundations and corporations
- Brainstorm with the SAN team to formulate a cohesive plan for each RFP or outreach
- Prepare letters of intent
- Write proposals
- Track and monitor reports/proposals to meet timing and submission requirements
- Manage the development of supplemental materials required for proposals
- **Start date:** as soon as possible.

Qualifications:

- 3-5 years of successful nonprofit grant writing experience
- Strong organizational skills
- Access to Foundation search database
- Ability to match funding opportunities to program requirements
- Exceptional writing skills/ability to persuasively frame a narrative to create a compelling application
- Reliably meet deadlines, be self-directed and self-paced.

This is a part-time, remote, contract position. We estimate the workload to be on average 20 hours per month. Salary range is \$50-\$65 per hour based on experience. We are currently seeking to contract this position for a four-six month engagement, with the potential to extend based upon mutual agreement and successful performance evaluation. Knowledge of the Alzheimer's and dementia space not required, but a plus.

Contact:

Please send cover letter and resume to Susan Lynne, Executive Director: susan.lynne@sharpagain.org