

DIRECTOR OF GRANTS

UNIVERSITY OF RIO GRANDE (OHIO)

The University of Rio Grande seeks a Director of Grants to join a transformational team of leaders in implementing the aggressive and visionary goals of its recently completed ten-year strategic plan, Decade of Dreams. The University of Rio Grande/Rio Grande Community College is a unique partnership between a public community college and a four-year comprehensive private university. Deeply rooted in Appalachian history, both institutions are committed to encouraging lifelong learning, personal and professional growth, critical thinking and problem-solving skills and effective written and oral communication skills to students from the southeastern Ohio area, the state, the nation and the world. The campus of the university and community college is nestled in the rolling hills of southeastern Ohio, and is adjacent to the original Bob Evans Farms and Homestead in Rio Grande.

QUALIFICATIONS:

- The Director of Grants will possess at least a bachelor's degree and a minimum of 3-5 years of experience in grant writing/foundation work.
- The individual will show successful experience in research, development, and preparation of corporate, foundation, government and other proposals for funding.
- The individual will be familiar with processes and timelines of governmental, foundation, and other sources of funding.
- The individual will show the ability to coordinate and assist grant writing activities with faculty and staff at the University and Community College and to conduct workshops and other activities to encourage grant activities.
- Knowledge and a proven track record in private higher education is desirable.

SALARY:

Competitive based upon the candidate's experience and credentials.

TIMELINE:

Resumes will be reviewed as received with telephone interviews to be set up after February 1, 2012. The position will be open until an ideal candidate is found; therefore rolling applications are possible.

APPLICATION PROCESS:

Send cover letter and resume/curriculum vitae to:

Ms. Phyllis Mason, SPHR
Vice President, Human Resources
University of Rio Grande
P.O. Box 500
Rio Grande, Ohio 45674