



*Health Out Loud (HOL) is a socially motivated grassroots movement that was founded as a student group in 2010, expanded into a non-profit organization in 2014, and became a CRA-registered charity in 2015. Through our community, high school and university programs that make health fun, relatable and understandable, we meet participant-identified health priorities for over 2000 participants. Not only do we have a huge track-record of success with innovating health, we also have a close-knit family of supportive friends and mentors. By joining our team, you will be a valued member of HOL; you will not only complete meaningful tasks, but you will also have the opportunity to transform your own ideas into real projects and shape HOL's long-term vision.*

**JOB TITLE: Grant Writer**

**REPORT TO:** Director of Funding Acquisition

**# OF VACANT POSITION(S):** 2

**TIME COMMITMENT:** 4-5 hours/week

**BENEFITS:**

- An energetic, fun, and driven team culture where you get to work with amazing and like-minded people
- One-on-one mentorship, plus continuous opportunities to provide feedback and shape your personal Health Out Loud journey
- A safe atmosphere that is inclusive, handles mistakes constructively, and encourages learning
- Working in a flat organizational structure with reduced red-tape
- There will be opportunity to expand the responsibilities of this position, including creating a project from start to finish
- Leadership, grant writing and research training organized by Health Out Loud
- An opportunity to use your skills and interests to engage community members in learning
- Real-life leadership experience in teaching and public health
- A chance to be part of a diverse Toronto community
- Expand and build a strong network of people from nearly every field, and at various stages of life
- An opportunity to meet Health Out Loud's professional advisors, including professors, working professionals and community leaders
- Improved writing abilities, in the context of grant writing

**RESPONSIBILITIES:**

- Gather information and research possible funding and grant opportunities within funding organizations that align with Health Out Loud
- Familiarize yourself with Health Out Loud's past and current projects, as well as organizational culture
- Draft, edit, and submit grant applications of varying amounts
- Maintain continuous communication with granting organizations to maintain a positive rapport, ensure adherence to spending criteria and confirm that the granters are publically appreciated
- Act as an ambassador and promote Health Out Loud at networking meetings, conferences and events
- Attend bi-weekly sub-committee meetings

**QUALIFICATIONS:**

- Strong written communication and editing skills in the English language
- Strong organizational and time management skills
- Willingness to work both independently and as a team
- Previous grant writing experience is an asset, but not required



*We're always interested in taking in creative, open-minded, and energetic people who can help us empower our community. We have built a wonderful team of people and a great place to work, too!*

*If you are interested in this position, please visit <http://healthoutloud.org/get-involved-2/join-hol/> and fill out the application online.*

*If we are not recruiting at the moment, please direct your interest to [info@healthoutloud.org](mailto:info@healthoutloud.org)*