Title: Grant Writer
Position reports to: Chief Operating Officer
Hours: Part-time position (approximately 20 hours weekly)

Primary responsibilities include:
- Identifying potential grant sources
- Writing and submitting grant proposals for a variety of programs
- Writing and submitting grant reports
- Maintaining a database of potential grant sources, applications, and grants received
- Meeting with potential grantors and arranging for grant award presentations
- Supporting on site operations during times of need

Qualifications:
- Undergraduate degree in a related field or equivalent work experience
- A minimum of three to five years’ experience writing grants in a non-profit setting
- Strong organizational, writing, communications and partnership-building skills
- Familiarity with office and fund-raising computer programs
- Ability to work on site in Bridgeport, CT

About the agency:
Applied Behavioral Rehabilitation Institute, Inc./Homes for the Brave is a 501(c)(3) organization in Bridgeport. ABRI's mission is to provide the housing and services necessary to help homeless individuals, primarily Veterans, return to a productive and meaningful life. ABRI has served almost 1,400 men and women. The organization currently operates programs that provide transitional and permanent supportive housing, vocational training and placement, clinical treatment (mental health and substance use), all serving primarily Veterans, and a drop-in Service Center for Veterans who are in housing crisis or who need support.

To apply:
Please send a resume and a recent writing sample to employment@homesforthebrave.org.