



ALS Network

TITLE: Grant Writer

REPORTS TO: Executive Vice President, Mission Advancement

OFFICE LOCATION: Remote

STATUS: Contract, Part-time

PAY RANGE DOE: \$45-\$60/hr.

GENERAL DESCRIPTION:

The ALS Network supports people living with amyotrophic lateral sclerosis (ALS, aka Lou Gehrig's disease) and their loved ones through services and education. Our mission is to partner with the ALS community as we drive the discovery of prevention strategies, treatments, and cures for ALS; provide access to quality care and connection; and promote initiatives to improve health outcomes.

POSITION SUMMARY

The ALS Network is seeking an experienced, results-driven Grant Writer to build and grow a high-impact institutional funding program. This role is ideal for a strategic, entrepreneurial grant professional who thrives on securing major funding and translating mission into compelling proposals.

You will lead efforts to identify, pursue, and secure five-, six-, and seven-figure grants from foundations, corporations, and government sources—fueling proven programs, innovative initiatives, and groundbreaking ALS research.

ESSENTIAL JOB RESPONSIBILITIES

- Research, qualify, and cultivate prospective foundation, corporate, and government funders
- Develop clear, persuasive, and competitive grant proposals and reports
- Lead submission of major funding requests (\$25K–\$1M+) annually
- Manage grant calendars, deadlines, and compliance requirements
- Collaborate with program, finance, and leadership staff to gather data, budgets, and outcomes
- Track funding trends and align opportunities with organizational priorities
- Strengthen and expand the organization's institutional funding portfolio

QUALIFICATIONS:

- Proven track record securing foundation, corporate, and/or government grants
- Demonstrated success with large and multi-year awards preferred
- Exceptional writing, editing, and storytelling skills
- Strong project management and organizational abilities
- Ability to work independently and meet multiple deadlines
- Comfortable working remotely and collaborating across teams
- Passion for mission-driven work and health-related causes



WHAT SUCCESS LOOKS LIKE:

In your first year, you will:

- Establish a strong pipeline of qualified funders
- Secure significant new institutional revenue
- Build systems that support long-term grant growth
- Strengthen partnerships with key funders
- Position ALS Network for sustained program and research expansion

WHY JOIN ALS NETWORK?

- Opportunity to make a direct impact on people living with ALS
- Work with a mission-driven, collaborative team
- Flexible schedule and remote work environment
- Meaningful portfolio with high-level funding opportunities
- Chance to help advance care, advocacy, and scientific discovery

WORKING CONDITIONS:

- This position is primarily remote

PHYSICAL REQUIREMENTS:

- Moderate and occasional lifting, pushing, pulling or exerting force of up to 25 pounds
- Regular sitting and standing associated with a normal office environment
- Regular reaching with hands and arms
- Frequent and repetitive manual dexterity needed for using a cellphone, tablet, and computer keyboard
- Occasionally need to stoop, kneel, or crouch

DISCLAIMER

This job description is not to be considered an offer of employment or a contract for employment. This means we may change the terms and conditions of employment at any time, with or without advance notice or cause. It also means employees may terminate their employment with the organization at any time. All employees must comply with and adhere to our policies and procedures. This job description may be changed by ALS Network at any time. Any concerns should be reported to the CEO as soon as possible.

Note: ALS Network is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without discrimination with regard to race (including protective hairstyles and hair texture), religion (including religious belief, observance, dress or grooming practices), creed, color, sex, sex stereotype, pregnancy, childbirth or related medical conditions (including breastfeeding), age (40 years or over), sexual orientation, gender, gender identification and expression, transgender status, transitioning employees, physical or mental disability, medical condition (including cancer), genetic characteristics, genetic information, family care, reproductive health decision-making, marital status, registered domestic partner status, enrollment in any public assistance program, status as military, or as a veteran or as a qualified disabled veteran, status as an unpaid intern or volunteer, ancestry, citizenship, national origin, protected medical leaves (including a request for or approval of leave under applicable leave of absence laws), domestic violence victim

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status, political affiliation, or any other classification protected by laws. ALS Network is committed to recruiting a broadly diverse pool of applicants for this position.

Interested candidates should submit a cover letter *and* resume to: hr@alsnetwork.org with "Grant Writer Job Opening" in the subject line. No phone calls, please.