

About YR Media:

YR Media is a national network of young journalists and artists who create multimedia content for this generation. We link up with our peers around the country to amplify award-winning stories that matter. For more than 25 years, our non-profit production company has invested in future generations to build critical skills in journalism, arts and media. Join us and explore our content at YR.MEDIA

About the Role:

The Senior Writer is primarily responsible for developing and writing proposals to foundations and other grant-making organizations and will persuasively communicate YR Media's mission and programs to potential funders. Reporting to the Development Director, the Senior Writer will assemble and submit grant requests, and conduct prospect research.

Position Responsibilities

- Developing and writing grant proposals to foundations and other grant-making organizations, persuasively communicating the organization's mission and programs to potential funders
- Assembling grant requests, including letters, proposals, and presentations
- Conducting prospect research
- Prioritizing projects to keep multiple projects moving in a timely manner, meet deadlines and manage supplemental material required for proposals
- Providing writing support for major donor and individual contribution letters and acknowledgements
- Assist with other fundraising projects as requested

Skills & Qualifications

- Minimum three years of experience writing grants
- Strong written communication skills; ability to write clear, structured, articulate and persuasive proposals
- Strong editing skills; Attention to detail; Deadline-driven
- Knowledge of fundraising information sources and the philanthropic landscape in the Bay Area and nationally
- Experience with proposal writing and institutional donors
- Knowledge of basic fundraising techniques and strategies
- Knowledge and familiarity with research techniques for fundraising prospect research
- Knowledge of and/or experience in the fields of media, youth development and/or STEAM education is preferred
- Proven track record of securing institutional gifts at the \$50,000 level and above
- Sense of humor

Contact:

To apply please submit resume, cover letter, and samples of work.

YR Media is an Equal Employment Opportunity and Affirmative Action Employer. Qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender perception or identity, national origin, age, marital status, protected veteran status, or disability status.

Job Type: Full-time