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| Job Title | Grants Specialist II - Remote Opportunity |
| Employer/ Agency | KinderCare Learning Companies |
| Job Description | <p>At KinderCare Learning Companies, the first and only early childhood education provider recognized with the Gallup Exceptional Workplace Award, we offer a variety of early education and childcare options for families. We pave the way for their lifelong learning journey ahead. And we want you to join us in shaping a future we can all be proud to share—in neighborhoods, at work, and in schools nationwide.</p> <p>At KinderCare Learning Companies, you'll use your skills and expertise to support the work (and fun) that happens in our sites and centers every day. From marketers and strategists to financial analysts and data engineers, and so much more, we're all passionate about crafting a world where children, families, and organizations can thrive.</p> <p>The Grants Specialist will work with the Manager of Grants and Contracts to help drive KinderCare's strategic growth through grant funding. As part of the Government Affairs team, the Grants Specialist will cultivate an in-depth knowledge of government funding opportunities in the early childhood education space and develop meaningful relationships with funding agencies. This role is ideal for grant professionals who enjoy collaborating with others, building new processes, telling powerful stories about an organization's work, and have a passion for high quality childcare.</p> <p>Responsibilities:</p> <ul style="list-style-type: none"> • Prepare grant applications in response to RFPs. • Document required compliances of assigned grants and communicate grant requirements to internal business partners. • Prepare financial or budget plans and allocation along with the planning and finance department in accordance with each requirement. • Maintain grant tracking, reporting documents, and databases for assigned grants and contracts. • Proactively identify funding opportunities aligned to KinderCare's strategic initiatives. • Cultivate relationships with internal business partners and external grant funders. |
| Qualifications | <ul style="list-style-type: none"> • 2-5 years of grant writing or related experience. • Proficiency with Excel, Word, and PowerPoint. • Strong written and verbal communication and interpersonal skills. • Excellent organizational skills for documenting, tracking, budgeting and juggling deadlines. • Collaborative mentality, interest in learning new skills, ability to operate within set timelines and ability to prioritize tasks. • Prior experience with internal/external stakeholder management, federal |

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| | grant writing, and/or public pre-k grant writing strongly preferred. |
| Salary/Hours | \$70,000/year full-time |
| Address | REMOTE POSITION |
| Contact Person | Shay Everitt |
| Email Address | Shay.everitt@kindercare.com |
| Application Method | Online: https://www.kcecareers.com/job/240002DD/Grants-Specialist-II-Remote-Opportunity |
| Opening Date | Immediately |

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