

DIRECTOR OF GRANTS DEVELOPMENT

This is administrative work assisting the appropriate executive in the strategic direction, management, and implementation of a comprehensive research development program and its associated activities to support the unit's research enterprise. Work involves responsibility for leading the development of grant opportunities through successful collaborative efforts to identify multi-, inter-, and transdisciplinary research efforts across the unit, the UH Campus, nationally and globally. Provides visionary leadership, setting goals, and establishing performance metrics to ensure the effective operations by conducting comprehensive research to identify relevant grant opportunities from government agencies, foundations, and other funding sources and working with faculty and other subject matter experts to develop innovative, state-of-the-art projects/proposals that attract funding. Ensures that eligibility criteria and requirements of potential grants are in alignment with organizational objectives and in compliance with grant terms and conditions. Oversees financial reporting, budget management, and reporting of grant-funded activities, outcomes, and impacts.

Work entails cultivating and maintaining strong relationships with funders, foundations, and government agencies and attending conferences, meetings, and networking events to establish connections and promote the organization's mission. Work requires strong knowledge of grant funding sources including government agencies, foundations and corporate philanthropy.

The class Director of Grants Development is established effective October 30, 2023.



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President, University of Hawai'i

October 29, 2023

Date