



Job Posting Grant Writer

Position: Grant Writer

Term: Temporary, 12-month contract, part-time (flexible schedule based on workload, up to 20 hours/week)

Location: Applicants must reside in the Toronto-Ottawa-Montreal-Quebec City corridor

Compensation: We offer a competitive salary of \$40/hr plus a generous health benefits package

Expected starting date: April 1, 2025

About MiningWatch Canada

MiningWatch Canada is a pan-Canadian initiative supported by environmental, social justice, Indigenous, and labour organizations from across the country. MiningWatch works to provide timely support to mining-affected communities and related organizations; to do research and analysis of industrial mining and related policies and laws, in Canada and concerning Canadian mining operations abroad; to engage in related campaigns and movement building; and to advocate for greater protections for Indigenous peoples and affected communities, including women and mineworkers, as well as for justice and reparations for harms from mining by changing the policies, laws, and economic conditions that perpetuate mining-related abuses and injustice.

About the Role

MiningWatch seeks a highly skilled and motivated Fundraiser with a strong background in grant writing. The successful candidate will be instrumental in advancing the mission of MiningWatch by developing high-quality, compelling grant applications to various funding agencies, identifying new funding opportunities, and building relationships with donors.

MiningWatch has a small team with a shared management model. The position will report to the co-management team.

Key Responsibilities

Writing (80%)

- Develop, edit, and submit high-quality grant applications and funding proposals to potential funders that clearly articulate MiningWatch's mission, programs, objectives, outcomes, and impact

- Build strong working relationships with the co-management team to gather information and collaboratively shape application materials including, but not limited to, letters of intent, case for support, and formal applications
- Track and report on the success of funding applications, providing regular updates to the co-management team

Research and Outreach (20%)

- Research, identify, and prioritize new funding opportunities from funding agencies and present recommendations for approaching strong prospects to the co-management team
- Collaborate with the co-management team to design and implement a strategic fundraising plan, focusing on expanding and diversifying institutional support for MiningWatch
- Assist with building and maintaining relationships with select funders, ensuring proper stewardship and communications

Qualifications

- Minimum 5 years of experience in grant writing, with proven track record of securing funding from a variety of sources
- Knowledge of funding landscape in the fields of corporate accountability, climate change, environment, human rights, and social justice
- Excellent grant development skills with ability to understand and synthesize information from multiple sources
- Solid copywriting, editing, and storytelling skills
- Superior written and verbal communication skills in English. French language is an asset.

Personal attributes

- Demonstrated commitment to MiningWatch’s vision and mission
- Self-starter; able to work independently as well as collaboratively within a small team setting
- Ability to prioritize tasks, adhere to deadlines, and manage competing demands

Application process

Interested applicants are invited to submit a cover letter and resumé as one document to Diana Martin at diana@miningwatch.ca by **March 3, 2025**.

Applications must include “Grant Writer - Your name” in the subject line of the e-mail.

We thank all those who apply; however, only those applicants selected for an interview will be contacted. Selected candidates should be available for the first round of interviews March 12 - 13.

MiningWatch is an equal opportunity employer. We seek to build an inclusive and diverse team. We encourage qualified candidates from diverse backgrounds, including those who may need accommodation, to apply to join our team. Please advise if you require accommodation during the application process.