

GRANTS OFFICER

The role of the Grant's Officer is responsible for coordinating and overseeing the grant application and management process.

Grant's Officer's duties may include but are not limited to:

- Research any available grants to assist with the club operations.
- Identify opportunities, develop applications, and coordinate reporting for grants.
- Coordinate and oversee the development and submission of grant application.
- Coordinate and oversee the development and submission of grant acquittals.
- Document processes, maintain records and produce reports on all grants for the club committee.
- Attend monthly committee meetings.