

United States Jobs Expertini®

Government Grants Manager

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Company: Crisis Text Line

Location: United States

Category: other-general

Crisis Text Line provides free, 24/7, high-quality text-based mental health support and crisis intervention by empowering a community of trained volunteers to support people in their moments of need.

Our mission is at the intersection of empathy and innovation — we promote mental well-being for people wherever they are.

Our vision is an empathetic world where nobody feels alone.

Our core values are at the heart of all we do: connect with empathy, center equity, get it done together, and reflect and evolve. **Why you should join our team:**

Our work is transforming the way people in pain access support at their fingertips

Our work is innovative in the crisis response space

Our dynamic, fun, and diverse culture

Our meaningful cause, led by empathy and innovation

Our strong values at the center of all we do

Our commitment to diversity, equity and inclusion

Our commitment to engagement and belonging

Our commitment to our employees and their holistic wellbeing

Our value of work/life balance

Our growth mindset and prioritize professional development

Our leaders who truly care

What you'll be doing The Public Policy and Advocacy Team collaborates with the federal government, state governments and community stakeholders/partners in advancing and influencing mental health policy and raising awareness about mental health and crisis intervention in service of Crisis Text Line's mission. The Government Grants Manager, supports the Community Partnerships arm of the Public Policy and Advocacy team by researching, pursuing and administering federal, state, and community-based grants related to mental and behavioral health. The Grants Manager will be primarily responsible for identifying and responding to Requests For Proposals, negotiating contracts, account managing and reporting on funded projects. This role will influence funding strategy and support the expanding initiatives and vision of the Public Policy and Advocacy team on behalf of the organization. The Grants Manager will support the critical relationship between Research & Impact, Business Development and Public Policy teams. **Responsibilities:** Crisis Text Line is a fast moving, growing organization with a big vision and a critical mission. To serve our mission and vision, each role must be agile and flexible to meet the needs of the business, aligning their work with priorities as defined by their manager and team leaders. The primary responsibility is to conduct the full range of activities required to research, prepare, submit, and manage grant proposals to governmental sources. **Grant Process Management**

Leads our federal, state, and local government grants process from the stages of identification to application to reporting.

Negotiate grant and service contracts alongside our Legal and Finance departments

Manage existing grant opportunities at the federal, state, and local government levels.

Coordinate deliverables for state and local contracts with relevant departments at Crisis Text Line, such as clinical, learning, research & impact, and volunteer experience.

Grant Sourcing and Writing

Independently research potential grant prospects and collaborate internally to identify opportunities that align with CTL's mission.

Pursues new grant opportunities by identifying and writing grant proposals and responses to RFPs related to mental and behavioral health or other topics as prioritized by the organization.

Assists Development team with assessing and writing foundation grant applications as needed.

Cross - Functional Collaboration

Maintains strong cross-functional relationships with internal teams including but not limited to Business Development, Marketing and Communications, Legal, Finance, Build, Research & Impact, and other teams necessary to support the grant process.

Leads contracts and invoice management in conjunction with the legal and finance teams.

Attends regular meetings with Business Development's leadership and team to strategize and collaborate around driving revenue for the organization.

External Representation

Understands and discusses the specifics of Crisis Text Line with state and local officials and partners.

Drafting proposals for external conferences and meetings.

Represents the organization at industry and coalition meetings and conferences, as needed.

Qualifications:

4+ years professional nonprofit experience working with federal, state and/or local government grants.

Knowledge of mental health, nonprofit and community services

Advanced organizational skills, with a regard for confidentiality.

Highly proficient in government grant processes and account management

Advanced proficiency in grant writing

Financial experience with budget creation and reporting

Reliable High-Speed Internet Required: Must have a stable high-speed internet connection to support seamless remote collaboration, virtual meetings, online job tasks, etc. **The full salary range for this position, across all United States geographies, is \$66,000-\$97,000 per year.** The upper portion of the salary range is typically reserved for existing employees who demonstrate strong performance over time. Starting salary will vary by location, qualifications, and prior experience; during the interview process, candidates will learn the starting salary range applicable for their location. We pay competitively in the tech-forward nonprofit space and offer a robust benefits package. **Only candidates in the following states will be eligible for employment:** CA, CO, CT, FL, GA, HI, IL, IN, IA, MD, MA, MI, MN, MO, NJ, NM, NY, NC, OH, PA, TN, TX, UT, VA, WA.

Benefits:

Crisis Text Line employee benefits are thoughtfully designed using an equity lens, acknowledging that we are all unique human beings with individual life circumstances that require flexibility and support.

Benefits include:

20 paid holidays including:

Federal holidays like Juneteenth and Labor Day

Election day

Holiday break from Dec 24 through January 1

2 renewal days

2 floating holidays

Flexible paid time off, including:

15 vacation days

3 personal days

7 sick days

Medical, dental, and vision benefits for the staff member and family at no cost to the employee

403B retirement plan (the nonprofit equivalent of a 401K): 3% contribution by Crisis Text Line to support building financial wellness, regardless of personal contribution

12 weeks paid parental leave (after 6 months of employment)

Student loan repayment (after 2 years of continuous full time service)

Family support through a virtual childcare platform

Stipends/Allowances

Mental health (Monthly)

Internet Service (Monthly)

Professional Development (Annual)

Wellness (Annual)

Home office setup (One time/First year)

(Benefits only apply to full-time employees)

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