



[www.bridgeh2ope.org](http://www.bridgeh2ope.org) || [info@bridgeh2ope.org](mailto:info@bridgeh2ope.org) || (202) 596 - 7050

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**Job Title:** Grant and Corporate Partnership Manager

**Location:** Fully Remote

**Commitment:** Part-time (15-30 hours per week)

**About Bridge H2OPE:**

Founded in 2023, Bridge H2OPE is a 501(c)(3) tax-exempt nonprofit organization with a mission to provide clean and safe drinking water to rural Ethiopian communities while overseeing and empowering its chapters nationwide. We envision a world where clean and safe drinking water is freely available to all.

**Job Summary:**

Bridge H2OPE is seeking a dedicated and experienced Grant and Corporate Partnership Manager to join our team. In this crucial role, you will secure funding for our programs and operations by managing grants and building strategic relationships with corporate and institutional sponsors. You will work closely with our development and communication teams, as well as project managers, to ensure the success of our fundraising efforts.

**Key Responsibilities:**

**Grant Research and Management (60%)**

- Research, identify, and apply for relevant grants to support Bridge H2OPE's mission and projects.
- Collaborate with program managers and finance teams to ensure compliance with grant requirements and deadlines.
- Maintain accurate records of grant applications, reporting, and communication with funding organizations.

**Corporate Partnership Development (30%)**

- Identify and approach potential corporate partners for sponsorships, donations, and collaborative initiatives.
- Work with the development team to create compelling proposals and presentations for corporate donors.
- Cultivate and steward relationships with corporate partners, ensuring ongoing engagement and support.



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**Reporting and Analysis:**

- Prepare regular reports on fundraising activities, grant progress, and donor engagement; present these at quarterly board meetings.
- Conduct analysis to assess the effectiveness of fundraising strategies and make data-driven recommendations for improvement.

**Requirements:**

- A few years of experience as a grant specialist and in corporate relationship building.
- Proven track record of securing funding through grants and corporate partnerships.
- Strong communication, organizational, and project management skills.
- Ability to work independently in a remote environment and manage multiple projects simultaneously.

**To Apply:**

We are interviewing on a rolling basis and will close the position once we find the right candidate. If you're passionate about our mission and meet the qualifications, please email your resume and cover letter to [wmcalister@bridgeh2ope.org](mailto:wmcalister@bridgeh2ope.org) with the subject line: *Grant and Corporate Partnership Manager*.

*\*Thank you for willing to support Bridge H2OPE's work and be part of our clean water initiative*