



FOR IMMEDIATE RELEASE
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LOST PROVINCE CENTER FOR CULTURAL ARTS IS HIRING AN EXPERIENCED GRANT WRITER

On May 29, 2025 Lost Province Center for Cultural Arts (LPCCA) posted a job opening for an experienced grant writer with a demonstrated commitment to organizational excellence. The successful candidate will assist a young nonprofit through early stages of development and building renovations to support a flourishing cultural center. Resumes and cover letters from applicants will be accepted through July 9, 2025.

About the Organization

LPCCA is a registered 501(c)(3) nonprofit in Lansing, Ashe County, North Carolina. Their mission is to enrich the community by preserving and promoting the cultural arts and artisan trades of the Appalachian region and their vision is to be the premiere destination in the southeast for experiencing Appalachian culture and artisan trades. Their web site is www.lostprovincearts.org.

The Position

LPCCA is seeking a seasoned grant writer to join its small team. In this role, the grant writer will use expert communication, writing skills, and initiative to identify grant opportunities and develop relationships with potential donor entities and individuals.

The ideal candidate will be motivated, professional, organized and exhibit excellent time management enabling on-time identification and submission of grant proposals. LPCCA is looking for someone who believes in the mission of LPCCA and has an exceptional drive for furthering our fundraising efforts as well as strategizing and delivering on new ones.

Objectives of this Role

- Research new grant opportunities
- Promote awareness of the organization's mission and work to potential grantors, both individual and organizational
- Cultivate a network of dedicated donors and organizations
- Spot new grant opportunities that align with LPCCA's vision and goals

Responsibilities

- Research individuals, corporations, and foundations interested in the LPCCA mission.
- Effectively convey the organization's mission, vision, and programs to potential donors.
- Write and submit grant applications and proposals within the requested timelines.

- Manage a grant budget and timeline for grant submissions and report on grants received in coordination with the LPCCA Director and accountant.

Required Skills and Qualifications

- At least three years of experience in successful grant writing.
- Exceptional communication and relationship-building skills.
- Evidence of success in procuring grants in previous work.
- Strong attention to detail.
- Passion for research specifically into grant opportunities aligning with LPCCA goals.
- Ability to successfully balance priorities while managing multiple research, writing and monitoring tasks.

Preferred Skills and Qualifications

- Bachelor's degree (or equivalent) in communications, business, public relations, or related field
- Evidence of experience in successful grant/proposal writing and letters of interest.
- Competence with donor management systems for tracking budgets, grants in process, grants received and reporting schedules.

Compensation

The salary is negotiable, commensurate with experience. This position will start on a part-time basis.

Application Process

To apply, please submit a letter of interest and your resume to lostprovincearts@gmail.com