



Leave Out Violence

*Leave Out Violence (LOVE) BC is a unique, long-term violence prevention program. Victims, witness and perpetrators undertake multi-media and leadership training to develop the positive life skills, sense of belonging and critical thinking that enable them to analyze causes of and alternatives to violence. Through LOVE, youth see impact they have on others: youth choose to use their voice to educate themselves, their peers and our communities.*

**LOVE BC ~ CHANGING YOUTH VIOLENCE INTO YOUTH VOICE**

## Volunteer Position Description

<b>Position title:</b>	<b>Grant Writer</b>
<b>Purpose of the position:</b>	To help build and maintain relationship with potential funders to Leave Out Violence (LOVE) BC.
<b>Responsibilities &amp; activities:</b>	Work with the Executive Director to identify grant funding potential, and to write and submit grant applications on behalf of LOVE BC.
<b>Skills, experience, qualifications required:</b>	Volunteers should have good writing skills in English and also be familiar with, or have the willingness to learn, financial statements and revenue allocation. A demonstrated ability to present yourself in a professional manner and maintain confidentiality, manage multiple projects simultaneously, learn quickly, take direction, be detail orientated and work well with others.
<b>Personal traits / qualities desired:</b>	Interest in empowering youth towards non-violence and the ability to tell LOVE's story descriptively; Demonstrates commitment and ability to follow through on tasks given; Self-motivated and interested in becoming part of a dynamic non-profit team.
<b>Orientation &amp; training:</b>	Training on grant writing can be provided by the Executive Director in a one day workshop; Orientation to LOVE's programming will be given, and an on-site visit to the programs would be available.

<b>Support, supervision &amp; evaluation provided:</b>	This position would work with the Executive Director to establish goals and outcomes evaluation.
<b>Time commitment:</b>	10 to 15 hours per month as needed; with a minimum one year commitment.
<b>Working conditions:</b>	Can be done from home or arranged to work part-time on-site.
<b>Benefits to volunteer:</b>	Experience in writing successful grant applications.
<b># Volunteers Required</b>	1 - 2 volunteers.
<b>Screening measures:</b>	Demonstrated writing skills; Criminal Record Check (mandatory for working with youth), Resumé.