

Senior Grant Writer

Jessica Ford

Professional summary

Accomplished Grant Writer with experience securing funding for nonprofit organizations in education, healthcare, and social justice. Proven ability to write compelling grant proposals, manage donor relationships, and oversee the full grant lifecycle from research to submission.

Experience

Senior Grant Writer

January 2019 - Now
American Cancer Society / Los Angeles, CA

- Secure over \$2 million in grant funding annually from private foundations, government agencies, and corporate sponsors.
- Develop persuasive proposals tailored to diverse funders, ensuring alignment with organizational goals and priorities.
- Create and maintain a comprehensive grant calendar, tracking deadlines for submissions and required reports.
- Manage and mentor a team of junior grant writers, improving team efficiency and proposal success rates.

Grant Writer

June 2015 - December 2018
Los Angeles Homeless Services Authority /




- Drafted and submitted grant applications, ensuring all proposals met funder requirements and program objectives.
- Assisted in compiling grant reports and financial documentation, ensuring compliance with funding agreements.
- Developed strong relationships with donors and funding agencies to secure recurring grants.

Additional Experience

Freelance Grant Writer

2013 - Now
Self-Employed,, Remote

- Assist small nonprofits in securing funding through grant writing services, research, and donor outreach strategies.
- Develop grant templates and training materials for organizations new to fundraising.

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Education

Master of Arts in English Literature

University of Southern California
Graduated: May 2015

Bachelor of Arts in Journalism

University of California
Graduated: May 2011

Certifications

- Nonprofit Fundraising Certification** -- Association of Fundraising Professionals | - April 2018
- Grant Writing Certificate** -- University of Washington | June 2016

Skills

Grant Proposal Writing & Submission	<div><div></div><div></div><div></div><div></div><div></div></div>
Funding Research & Donor Outreach	<div><div></div><div></div><div></div><div></div><div></div></div>
Budgeting & Financial Management for Grants	<div><div></div><div></div><div></div><div></div><div></div></div>
Donor Stewardship & Relationship Management	<div><div></div><div></div><div></div><div></div><div></div></div>
Compliance & Post-Award Reporting	<div><div></div><div></div><div></div><div></div><div></div></div>
Persuasive Writing & Communication	<div><div></div><div></div><div></div><div></div><div></div></div>