

GRANT DEVELOPMENT STRATEGIST

About San Antonio Sports

Since 1984, San Antonio Sports has served as the city's nonprofit sports commission, elevating San Antonio on the global stage through premier sporting events and impactful community programs. From NCAA Championships to the San Antonio Marathon, San Antonio Sports has generated more than \$1.5 billion in economic impact while transforming our community through the power of sport.

POSITION SUMMARY

San Antonio Sports is seeking an experienced Grant Development Strategist to support fundraising and revenue diversification through grant research, prospect development, proposal writing, reporting, and stewardship. This independent contractor will work in partnership with the Director of Corporate Partnerships & Development to identify and pursue priority foundation, corporate, government, and philanthropic funding opportunities aligned with San Antonio Sports' mission and organizational needs.

The ideal candidate is an exceptional writer and researcher who can translate San Antonio Sports' programs, outcomes, and community impact into compelling funding requests while effectively managing multiple priorities and deadlines. Particular emphasis will be placed on identifying new funding opportunities, including unrestricted, general operating, and multiyear support.

Grant opportunities and assignments will be prioritized based on strategic alignment, funding potential, organizational needs, deadlines, and available contract capacity.

ESSENTIAL RESPONSIBILITIES

Grant Research & Strategy

- Research, identify, and qualify foundation, corporate, government, and philanthropic funding opportunities aligned with San Antonio Sports' priorities.
- Maintain a prioritized grant pipeline and calendar of prospects, submissions, reporting requirements, and renewals.
- Identify and monitor priority funding opportunities, including unrestricted, general operating, programmatic, and multiyear support.

Proposal Development & Submission

- Develop, write, edit, and submit compelling grant proposals, letters of inquiry, renewals, and other agreed-upon funding requests.
- Collaborate with appropriate staff to gather budgets, outcomes, impact data, and supporting information required for submissions.
- Develop and maintain grant narratives, impact statements, budget narratives, organizational information, and frequently used materials tailored to funder requirements.

Grant Management, Reporting & Stewardship

- Track grant requirements, reporting deadlines, deliverables, and renewal timelines and coordinate with San Antonio Sports staff to support timely fulfillment.
- Prepare interim and final grant reports in collaboration with internal stakeholders.
- Maintain accurate grant records and support stewardship, renewals, selected funder communications, and opportunities to expand successful funding relationships.

REQUIRED QUALIFICATIONS

- 3+ years of nonprofit grant writing, grant development, institutional giving, or related fundraising experience.
- Demonstrated experience developing competitive foundation, corporate, and/or government grant proposals.
- Exceptional research, writing, editing, and communication skills.
- Strong project and time-management skills with the ability to manage multiple deadlines independently.
- Working knowledge of nonprofit budgets, outcomes measurement, grant reporting, and funding requirements.
- Ability to work independently within an agreed scope, communicate proactively, and accurately interpret funder guidelines.
- Commitment to San Antonio Sports' mission and interest in youth development, sports, health and wellness, and community impact.

PREFERRED QUALIFICATIONS

- Bachelor's degree or equivalent professional experience.
- 5+ years of nonprofit grant development or institutional fundraising experience.
- Demonstrated success securing unrestricted, general operating, or multiyear funding.
- Experience with government grants, grant-management systems, or the San Antonio and South Texas philanthropic community.

ENGAGEMENT & COMPENSATION

This role will be engaged as an independent contractor and is not a benefits-eligible employee position. The contractor will work within an agreed scope of services in partnership with the Director of Corporate Partnerships & Development. Scope may evolve based on organizational priorities, performance, and funding needs.

Compensation: Competitive contract rate commensurate with experience, demonstrated grant-development success, and agreed scope of engagement.

To Apply: Complete [this form](#) and follow all directions. Qualified applicants will be contacted to schedule an interview.