

The Mission and Purpose of PMI-SVC of PMI-SVC Programs

Our purpose is to increase awareness of project management as a skill, practice and profession to enable changemakers within the Sacramento Valley Chapter of PMI. We are the growth, innovation and opportunity development branch of the Chapter with the mission to increase awareness of project management and develop long term relationships with future partners and members. Our goal is to build relationships to inspire new and existing members.

**Director of Grant Management**

Bring your passion to empower changemakers within our community by leading the Chapter’s grant program. You will help the community and enjoy planting seeds of change. The Chapter’s grant program includes:

* Educational Outreach Grant
* Project Management Scholarship
* Nonprofit Project Management Grant

ROLES AND RESPONSIBILITIES:

* Responsible for the lifecycle of the grants
* Create grant selection criteria
* Draft marketing information to share the grant with the community
* Primary point of contact for grant recipient and the community
* Inform PMI-SVC informed of grant progress

LEADERSHIP SKILLS:

* Passion for empowering changemakers in the community
* Ability and interest in grant award and management
* Experience with grant applications and administration may be additional beneficial for this position

*Expected time commitment*: At least 2-8+ hours per month depending on grant awarding timing

QUESTIONS:

Please contact Eliza Yam, Vice President of Finance, [vpfinance@pmi-svc.org](mailto:vpfinance@pmi-svc.org)