

Grant Support Specialist

Location: Manchester, NH

Type: Full Time

Min. Experience: Experienced

Overview

The Advanced Regenerative Manufacturing Institute (ARMI) is an industry-led public-private partnership that was created to address the technical and workforce development challenges associated with the scalable, consistent, and cost-effective manufacture of cells, tissues, and organs. Through the DoD funded BioFabUSA program, ARMI is supporting the development of platform manufacturing technologies that complement and augment existing manufacturing technologies to advance manufacturing processes for integrated modular, automated, and closed manufacturing systems. To accelerate the translation of cell, tissue and organ therapies to commercialization, ARMI developed the Tissue Foundry, an automated, modular manufacturing platform with which it will test and validate new manufacturing technologies and support the development of cell, tissue, and organ manufacturing processes according to Quality by Design principles.

Position Description

ARMI is in need of a Grant Support Specialist to research new grant opportunities, assemble and write proposals, and assist with BioFabUSA project calls and grant intake. This position will cultivate ARMI's network of collaborations, expand research directions, and diversify funding support for the organization's activities. The grant writer will work cross-functionally both internally and externally. Technical writing focus areas will include advanced topics in data analytics, automation, measurement and sensors, stem cell biology, tissue engineering, and regenerative medicine.

Responsibilities

- Manage all aspects of grant proposals, including, but not limited to research, writing and compilation of support materials, timely submission of applications, and compliance with requirements.
- Provide support for the annual reporting to granting agencies, ensuring the accuracy of the information and data.
- Research potential grant opportunities from granting agencies including federal (e.g. NIH, NSF, DoD) and non-federal opportunities (e.g. JDRF, Wellcome Trust) aligned to the strategic goals of ARMI
- Advise on strategic approach to funding opportunities and external partnering.
- Collaborate internally and externally to coordinate technical approach and content generation for grant submissions.
- Inform ARMI membership of relevant funding opportunities in line with ARMI's technical roadmap

- Assist in release and in-take of ARMI funded calls for proposals.

Qualifications/Requirements

Required

- Strong verbal and written technical communication skills with both scientific and non-scientific audiences.
- Strong interpersonal skills to interact with colleagues within the organization and at external institutions.
- Demonstrated success writing, submitting and receiving awarded grants.
- Detailed knowledge of existing granting agencies and submission criteria.
- Ability to seek and identify strategic opportunities from a breadth of funding announcements and databases.
- Writing skills to express an idea clearly and succinctly with creativity and persuasiveness.
- Attention to detail and deadline oriented.
- Capable of multi-tasking and organizing multiple grants with complex scientific content.
- Knowledge of the scientific process and understanding for topics in biomedical engineering, biochemistry, and healthcare.
- PhD 2+ or M.S. with 4+ years of experience working in a supervisory role in the science, technology, engineering or math field.

Preferred

- Competency with cross-functional teamwork and professional interactions with researchers in the tissue engineering and regenerative medicine industry.
- Experience working for a federal granting agency.

Other

- Applicants will be requested to supply writing sample from the specific aims page of an awarded grant.

Candidates can apply: <https://armi.usa.applytojob.com/apply/GiD4BtsZh4/Grant-Support-Specialist>