

Grants Administrator

The Position

The **Grants Administrator** reports directly to the Foundation President and serves as a valued member of the Trinity Team. In this role, the Grants Administrator will plan and implement a program of identification, cultivation, and solicitation for grants from private, corporate, and government sources to support the programs of Trinity Regional Health System and its related entities. The Grants Administrator identifies potential grant sources and supports organizational efforts to obtain external funding by assisting in the development of quality grant applications and proposals in accordance with grantor's policies and requirements; coordinates implementation of grant awards and ensures post-award compliance. A Bachelor's degree in a related field is required and a Master's degree is preferred for this position. Three to five years of related experience in grant development and/or prospect research is required.

The Organization

Trinity operates four full-service hospitals in Rock Island and Moline, Illinois, and Bettendorf and Muscatine, Iowa, with a total of 595 licensed inpatient beds and 11 hospice beds, as well as 27 primary care and specialty clinics with 100 employed physicians. Trinity also operates Trinity Visiting Nurse and Homecare Association, Trinity Home Care Products, the Robert Young Center for Community Mental Health, Trinity College of Nursing and Health Sciences and Trinity Osteopathic Family Practice Medical Residency Program. Trinity is a senior affiliate of the Iowa Health System. This affiliation enables Trinity to partner with the largest integrated health-care system in Iowa.

We offer a competitive salary, excellent benefit package, and a dynamic work environment that recognizes and rewards achievement and promotes professional development. Visit our website at www.trinityqc.com for more information and to apply online for this position.