

# Vacancy Notice

# OCMBOCES

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Notice of vacancy within the Onondaga-Cortland-Madison BOCES

**Position:** *Teacher Trainer – Grant Writing*

**Division:** Instructional Support Services – Educational Programs

**Location:** Main Campus, 110 Elwood Davis Road, Liverpool, NY

**Duties:** Research funding sources for various projects, correspond with stakeholders involved in the grant proposal, implementation, and/or completing; monitors and manages details of the grant (such as budgets, paperwork, etc.); prepares all paperwork to obtain, maintain, and close grant; provide training with component districts on grant writing; and submit progress to Supervisor.

**Qualifications:** Experience required in writing and obtaining educational based grants.

**Salary:** \$65-\$75 per hour, depending on experience.

**Starting Date:** On or about January 31, 2022

**Closing Date:** Two (2) weeks from date Notice posted

**To apply, forward cover letter and resume to:**

Personnel / Recruitment Office  
Onondaga-Cortland-Madison BOCES  
PO Box 4754  
Syracuse, NY 13221  
Fax: (315) 433-2650

[recruitment@ocmboces.org](mailto:recruitment@ocmboces.org)

[www.ocmboces.org](http://www.ocmboces.org)

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