

Order Number:

NY1628929

Date Job Order Received:

05/12/2026

Number of Openings:

1

Company Name:

Lewis County Civil Service

Job Title:

Grant Coordinator

Minimum Experience Required:

4 Years

Job Description:

It is anticipated that Lewis County will have the following vacancy available: POSITION: Grant Coordinator, Full-Time Planning & Community Development Department SALARY RANGE: \$29.33- \$35.29/hr MINIMUM QUALIFICATIONS: Either; A. Graduation from a regionally accredited or New York State registered college or university with a bachelor's degree in Public Administration, Business Administration, Communications, Planning, Government or closely related field with similar course curriculum and one year of full-time paid work experience in grant writing, grant procurement, coordination or administration of a public or private grant; or B. Graduation from a regionally accredited or New York State registered college or university with an Associates degree in Public Administration, Business Administration, Communications, Planning, Government or closely related field with similar course curriculum and four (4) years of experience in grant writing, grant procurement, coordination or administration of a public or private grant; or C. An equivalent combination of training and experience sufficient to demonstrate the ability to perform the work. This position will be filled in accordance with Civil Service Rules and Regulations. Applications and further information may be obtained from the Civil Service/Human Resources Office or online at lewiscountyny.gov, follow the employment link.

Job Location:

Lowville, New York 13367

Pay:

\$29.33 - \$35.29 Hourly

Benefits:

Health Insurance, Dental Insurance, Vacation, Sick Leave, Holidays, Retirement/Pension, Life Insurance

Hours per Week:

Not specified.

Duration:

Full Time, Regular

Work Days:

Monday Thru Friday

Shift

Not specified.

Public Transportation:

Not specified.

Minimum Education Required:

Associates Degree

Driver Licenses, Including Endorsements:

Not specified.

How to Apply:

To apply, contact the employer by: E-Mail, Internet or Phone

Phone: Smith, Caitlyn (315) 377-2049

Email: civilservice@lewiscounty.ny.gov

Web-site: <https://www.governmentjobs.com/careers/lewiscountylewiscountycl?>