

Company Description

Lyndra, Inc. is an early stage biotechnology company developing orally delivered, long-acting, sustained release formulations for small molecules. The company is creating weekly dosage forms with pharmaceutical proprietary and generic compounds. The technology originated at the Langer Lab at MIT in collaboration with the Gates Foundation.

Position Description: Grant Writer

The Grant Writer is responsible for crafting and writing persuasive and technically detailed grant proposals to foundations and government organizations. The Grant writer will report to the Chief Scientific Officer and will conduct the appropriate research, draft and submit grant requests, build and maintain connections within the applicable organizations and monitor submissions and deadlines.

Responsibilities:

- Responsible for acquiring in-depth knowledge of the company's proprietary drug delivery technology.
- Responsible for researching and proposing potential grant applications for the company to pursue.
- Conduct technology and indication specific research.
- Draft and submit grant proposals
- Responsible for managing the grant proposal process with the applicable organization.
- Manage relationships with foundations

Knowledge and Skills:

- Experience with writing and submitting grants to government agencies such as NIH and NIAID
- Knowledge of the grant application and approval process
- Strong written communication skills
- Strong scientific research skills
- Strong editing skills
- Attention to detail
- Organized
- Able to meet deadlines
- Strong interpersonal skills
- Able to work well in a dynamic startup R&D environment
- Able to work well in team and to lead efforts on grant proposals

Qualifications:

- Minimum of 2 years experience with grant writing
- BA/ BS, and MS or PhD in applicable field (Biomedical Engineering, Chemical engineering, mechanical engineering).
- Expertise in polymer-based drug delivery preferable.