

START PROUD | FIER DÉPART

Associate , Leaders to Be Proud of Communications

REPORTS

TO:

Vice President, Leaders to Be Proud Of

ABOUT THE OPPERTUNITY

You will coordinate guest and VIP communications, which will include careful management of awards nominations, invitations, RSVPs, and professionally handling support requests from our guests. You will also support efforts in public relations and the recruitment of nominees.

CORE RESPONSIBILITIES

- Work with VP, L2BPO or to coordinate nominations from our roster of sponsors and other members within the community
- Assist registered guests with any questions or concerns they have leading up to the event
- Coordinate with the marketing department to develop a communications plan to raise awareness and profile of the awards ceremony and winners.

HOW TO APPLY

Email your resume to human.resources@startproud.org with the position title in the subject line. _____ .

IDEAL CANADIATE

- Have previous experience volunteering, can provide insight on the challenges and opportunities that the LGBTQ community is facing collectively as one
- Highly motivated individual can work efficiently with minimum supervision
- Not afraid to speak your own mind, entrepreneurship spirit preferred

COMMITMENT:

5-10 hours / week depends on the seasons; minimum 1 year of commitment overall

Mandatory attendance in quarterly team meetings

Mandatory attendance at Start Proud events and initiatives throughout the year

BENEFITS

- Ongoing professional development and training opportunities
- Potential for letters of recommendation and references
- Opportunity to work and network with various industry leaders with LGBTQ community
- Expand personal and professional network

Additional information: 1 position available

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About Start Proud

Start Proud makes the student communities we serve as a clear focus of what we do. We produce initiatives that provide career and professional development support to lesbian, gay, bisexual, transgender, queer, and other sexual minority (LGBTQ+) students in Canada while building a national network of like-minded professionals to promote a workplace culture that is more diverse and inclusive.

Valuing Diversity & Inclusion

At Start Proud, we are committed to fostering an inclusive, accessible environment, where all of our volunteers feel valued, respected, and supported. We are dedicated to building a workforce that reflects the diversity of our communities in which we live and serve. We encourage everyone to apply, including people from underrepresented groups who self-identify as transgender, non-binary, Indigenous, persons of colour, and persons with disabilities etc.