

START PROUD | FIER DÉPART

Associate, Toronto Events
**REPORTS
TO:
Vice President, Toronto Events**

ABOUT THE OPPERTUNITY

As Associate, Toronto Events you are responsible for assisting the Vice President in planning and successfully executing on Start Proud's Year-Round events.

HOW TO APPLY

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

CORE RESPONSIBILITIES

- Assist the Vice President with managing cross-functional relationships with the Marketing, Sponsorship, Executive, and Web teams to promote and plan all events.
- Assist in arranging all applicable details for the events including sourcing speakers, securing a venue, organizing catering, preparing AV, managing on site volunteers.

IDEAL CANADIATE

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

COMMITMENT

~5 hours per week; 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: [multiple positions available](#)

START PROUD | FIER DÉPART

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.