

# START PROUD | FIER DÉPART

Vice President, Toronto Events

REPORTS

TO:

President

## ABOUT THE OPPERTUNITY

As Vice President, Toronto Events you are responsible for the planning and successful execution of Start Proud's Year-Round events. Including but not limited to Monthly Socials, Quarterly Women's Events, and industry specific events, this works out to approximately 12 events per year that you will be responsible for planning.

## Direct Reports

- 2-3 Associates, Toronto Events

## HOW TO APPLY

Email your resume to [human.resources@startproud.org](mailto:human.resources@startproud.org) with the position title in the subject line. \_\_\_\_\_ .

## CORE RESPONSIBILITIES

- Develop an annual calendar of events that encompasses all of our event types and effectively engages our core stakeholders.
- Work cross-functionally with the Marketing, Sponsorship, Executive, and Web teams to promote and plan all out events.
- Arrange or oversee all applicable details for the events including sourcing speakers, securing a venue, organizing catering, preparing AV, manage on site volunteers.
- Facilitate cross organization communication and planning between teams.

## 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

~10 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: 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.