

WOMEN BUILDING FUTURES

ENGAGEMENT LEAD

The Engagement Lead will build and execute the organizational engagement strategy, collaborating with multiple internal teams and external stakeholders. Women Building Futures has three focus engagement areas: potential students (including youth and Indigenous), community building and corporate engagement. The Engagement Lead will collaborate to create strategy, lead all engagement and events as well as be the liaison internally and externally to drive these forward. If you are collaborative, innovative and mission aligned, and you are looking to be a part of an organization that changes lives...then YOU GOT THIS!

Key Responsibilities

- Lead the development and execution of an Engagement strategy (including three priority areas; student recruitment, corporate engagement, community building) for Women Building Futures that aligns with our mission and vision, including engaging in and fostering strategically important conversations, partnerships, and collaborations.
- Create and implement networks and engagement strategies; oversee implementation and evaluation of approaches
- Work strategically with internal and external stakeholders to align engagement work with awareness campaigns, organizational and departmental priorities.
- Management of engagement portfolio tasks and high level deliverables (timelines, expectations, outcomes, etc.).
- Collaborate with Alumni advisor to create a speaker roster
- Hold lunch and learns with corporate partners to increase employee engagement

Education & Experience

- Excellent communication and presentation skills
- Demonstrated ability to implement strategies that strengthen long-term relationships
- Computer skills with proficiency in all facets of MS Office + databases, CRM, online platforms
- Report writing and editing skills
- 2 years post-secondary experience in related field (experience equivalencies will be considered)
- Relevant experience could include –sales, event coordination, marketing, project management, scheduling, not for profit, education, and many others.
- Flexible and adaptable to continual change and shifting priorities
- Team player – naturally collaborative
- Results driven self-starter with a bias for action

Interested applicants can e-mail their cover letter and resume to careers@womenbuildingfutures.com

Please note only short listed candidates will be contacted.

Open until June 12, 2019