

**JobStart**, a non-profit agency serving the GTA since 1980, provides a range of employment, mentoring, training and settlement services to job seekers including adults, foreign trained professionals, newcomers to Canada, persons with disabilities, seniors, women, youth and students at three locations in Toronto. We also provide a range of recruitment services for employers. Our Mission: JobStart empowers clients and employers to maximize their potential through participation in a variety of career and personal growth services.

**Job Title: Corporate Engagement Manager – Temporary 12 Month contract (possibility of extension)**

**Supervisor:** Director, Programs and Strategic Initiatives

**Location:** 41 Chauncey Avenue

**Scope of Position:** Reporting to the Director, Programs and Strategic Initiatives, the Corporate Engagement Manager creates and actively pursues revenue diversification opportunities to both increase and expand JobStart's funding with a focus developing corporate sponsorships and increasing administrative revenue. The Corporate Engagement Manager works within JobStart's organizational strategic goals to source corporate donations/funding. Success measures are target-focused with revenue generation expectations and milestones.

**Key Responsibilities:**

- Able to identify, prospect and contact high-level decision makers within corporations
- Leverage list of priority corporations developed by JobStart's business development department for potential funding relationship and convert into mutually beneficial outcomes
- Cold call corporations to create a robust pipeline of innovative funding opportunities and scope new prospects
- Determining offerings for corporations (ROI, value proposition, etc.)
- Determine corporate decision makers, connect, create interest and develop partnerships
- Proven abilities in networking corporations and acquiring funds for important agency causes, has a corporate network available within the GTA to pursue on JobStart's behalf
- Prepare /coordinate meetings between corporate funding decision makers and JobStart senior management
- Generate a minimum of \$100,000 corporate revenue by end of employment contract
- Execute persuasive discussions/negotiations to retain, enhance/develop new partnerships/relationships

**Skills and Qualifications:**

- Minimum of 5 years of business development/marketing/fundraising experience with a demonstrated record of success in prospecting corporations and generating new revenue
- A degree in Business Management/Business Administration/Project Management
- A certificate in Fundraising Management is an asset
- Proven communication (written /oral) and listening skills, MS Office, Power Point and Excel
- Demonstrated knowledge / experience directly related to revenue generation
- Superior networking, persuasion, prospecting, public speaking, and research experience
- An affable team player with an enduring positive attitude – a proven performer who embraces and rises to the challenge of performance targets and takes personal gratification in meeting and exceeding targets
- Strong interpersonal skills and an aptitude for relationship-building to develop and maintain positive relationships with persons, organizations, and agencies pertinent to JobStart
- Technical acumen, especially with online services and e-learning
- Demonstrated effective presentation skills

**Other Requirements:**

- Early morning, evening hours and weekends are required

- Must be able to travel within GTA; valid driver's license and access to vehicle is strongly preferred
- Other duties may be required for involvement in special projects.

**Hours of Work:** 35 hours per week  
**Start Date:** May 2018  
**Salary:** To be discussed.  
**Closing Date:** April 27, 2018

**Send Letter of Interest and Resume to:**

**Human Resources,  
JobStart,  
41 Chauncey Avenue,  
Toronto, Ontario M8Z 2Z2**

**Or**

**Email:** [hr4director@jobstartworks.org](mailto:hr4director@jobstartworks.org)

TTY: 711 \* Fax (416) 253-2700

**NO PHONE CALLS**

*JobStart welcomes and encourages applications from people with disabilities.  
Accommodations are available on request for candidates taking part in all aspects of the selection process*

***JobStart strives to represent the diversity of the community in our hiring practices.***

The above statements are intended to describe the general nature and level of work applicable to this position and are not intended to be an exhaustive list of all responsibilities, duties and skills required.

***Only those who meet the qualifications above will be considered for this position and invited to an interview.***