



We're Looking for You!

VP Connections

The **VP of Connections** is the liaison and key point of contact between YWiB Vancouver and the community. The VP of Connections will oversee all relationships external to the YWiB Vancouver chapter and actively seek out, maintain and develop our community of members, new partnerships, maintain current ones and ensure that our chapter continues to have mutually beneficial relationships with our partners. We consider our partners to be - members (working professionals, free-lancers and entrepreneurs), sponsors (in-kind, fiscal, and any others), our event speakers, other YWiB chapter execs, YWiB supporters and community partners.

You: Passionate about connecting with the community and are not afraid of rejection. You understand the importance of relationships, are a natural communicator, a charismatic ambassador and relish partnerships which work towards a common goal.

Location: Vancouver, BC

Responsibilities include:

- Build and maintain the YWiB Vancouver community of fiscal, in-kind and members
- Actively seek out and establish new connections to gain in-kind sponsorship and monetary sponsorship for events, programs and initiatives
- Support the growth of our membership as well as member benefits
- Maintain strong, positive and long-lasting relationships as a YWiB Vancouver brand ambassador with our partners which include: corporate sponsors, professionals, businesses and other organizations.
- Work with other chapter portfolios to strategically determine, coordinate and manage sponsorship needs and budgets.
- Hire, train and manage a team of Coordinators who will support the growth and development of YWiB Vancouver's community
- Ensure sponsorship package and other Corporate Relations materials including templates and sponsorship trackers are up-to-date
- Ensuring community relations strategy aligns with the chapter and portfolio-specific yearly strategic plan and initiatives
- Attend monthly all-team meetings and VP meetings

What we're looking for:

- Strong, confident and persuasive verbal and written business communication skills
- Great time management skills; ability to multitask, prioritize, and meet tight deadlines
- Comfortable cold-calling, cold-emailing or sending direct messages through various communication platforms
- Experienced in Microsoft Office (Word, PowerPoint, and Excel) and Google Suite
- Ideal but not required: a background in Communications, Marketing and/or Fundraising.



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This volunteer position requires a one-year commitment.

The successful candidate must attend our team meetings (1st and 3rd Monday of every month); support the successful execution of events and programs, and complete independent work. Time commitment will vary between 5-10 hours/week.

If this sounds like the role for you, we'd love to hear from you! Please tell us WHY you are interested and submit a resume to Vancouver.volunteer@ywib.ca with the subject line "VP Connections – Your Name"