

## Vice President, Vancouver Conference

As the VP, Vancouver Conference you are responsible for the successful planning and execution of Start Proud's first conference outside of Toronto. This conference aims to be the annual focal point for the LGBTQ+ student community and our corporate sponsors in the West coast. This is a high commitment position, but is also high-profile and a rewarding one. You will have support from your team and the rest of the organization but you are the one who is ultimately responsible for ensuring the success of the conference.

### Core Responsibilities

- Develop a plan for organizing all aspects of the Vancouver Conference
- Manage and coach your team to ensure they are able to succeed and grow in their roles
- Work collaboratively with Marketing, Sponsorship, Web, and the Executive Teams to execute on the conference plan
- Oversee staff who will collaborate with the Sponsorship Team to source speakers for conference programming
- Oversee staff who will work with the Marketing Team to develop a plan for selling 100+ tickets to the conference to students and young professionals across Canada

### Commitment

- ~10-15 hours per from October-August & 20+ in September.
- Mandatory attendance at monthly and quarterly management meetings.
- Mandatory attendance at Start Proud events and initiatives throughout the year.
- Frequent attendance at other team meetings to represent the Vancouver Conference.

### Reports to

- President

### Direct Reports

- Associate, Logistics
- Associates, Program

### Indirect Reports

- Associates, Sponsorship
- Associate, Student Outreach
- Associate, Vancouver Conference Marketing

### Term:

November 2018-September 2019

Possibility of renewal