



Director of Corporate Relations

Last revised: April, 2023

COMMERCE CARES COMMITTEE

The Commerce Cares Committee is a small leadership group where individuals will work closely with each other to plan and execute the Asper Mentorship Program, Student Appreciation Week, and other mental health initiatives.

POSITION OVERVIEW

The Director of Corporate Relations is an exciting role that provides individuals with the opportunity to further their interpersonal and negotiation skills. They will provide assistance to the Commerce Cares Co-Chairs by reaching out to companies for in-kind donations that can be used for giveaways for Student Appreciation Week and various mental health initiatives. In addition, they will help out the rest of the committee in planning and promoting events.

POSITION RESPONSIBILITIES

- Secure in-kind sponsorships for Student Appreciation Week & Coffee Days
- Assist in ensuring deliverables are planned and provided in a timely manner
- Maintain relationships with existing sponsors and reach out to new contacts to establish and secure new sponsorship relationships
- Attend committee meetings
- Other tasks as required

LINES OF COMMUNICATION

- Committee members
- Commerce Cares Co-chairs and VP Student Life
- Vice President Corporate Relations and CSA Managers of Corporate Relations



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- Established and potential sponsors
- Members of the Winnipeg Business Community

SKILLS DEVELOPED

- Business communication
- Negotiation
- Organization Skills
- Interpersonal Skills

POSITION DETAILS

Number of positions available: 1

Reports to: Commerce Cares Co-Chairs

COMMITMENT LEVEL

Summer 2023	Fall 2023	Winter 2024
Low/Medium	Medium	Medium

High = 10-15 hours a week

Medium = 5-10 hours a week

Low = Less than 5 hours