



Where childhood thrives, war does not.

<b>Position Title</b>	<b>Senior Manager, Creative Partnerships &amp; Artist Relations</b>
<b>Start Date</b>	Immediately
<b>Location</b>	War Child Canada headquarters, Toronto, Ontario
<b>Reports to</b>	Director, Corporate & Community Engagement
<b>Background</b>	<p>War Child Canada is a registered Canadian charity based in Toronto. Working with war-affected communities to help children reclaim their childhood through access to education, opportunity and justice, War Child Canada also takes an active role in raising public awareness around the impact of war on communities and the shared responsibility to act.</p> <p>War Child Canada works in Afghanistan, Iraq, Jordan, Sudan, South Sudan, the Democratic Republic of Congo and Uganda.</p>
<b>Position summary</b>	<p>The Senior Manager, Creative Partnerships &amp; Artist Relations, is responsible for developing, managing and supporting artist and entertainment industry relationships and creative partnerships and projects within the Corporate &amp; Community Engagement team. This is a senior position responsible for strategically growing revenue, building brand awareness, and significantly contributing to the achievement of the department's overall goals.</p> <p>This position is responsible for managing a wide variety of creative relationships in the influencer, and music and entertainment industries across North America with the goal of raising significant funds and brand awareness. As a senior manager, this position will work closely with the Director, Corporate &amp; Community Engagement, and will have a high level of responsibility for War Child Canada's music and entertainment initiatives (including influencer/artist/celebrity and partnership cultivation, recognition and stewardship programs) to increase revenue, brand awareness and community outreach.</p> <p>This position will also have primary oversight for War Child Canada's annual gala, featuring exceptional entertainment industry talent. This event is a significant fundraiser for War Child Canada as well as a key relationship building opportunity for annual, major giving, foundation and corporate supporters.</p>

	<p>This position supports the Corporate &amp; Community Engagement team on special projects which can include campaigns, corporate cause marketing, events, and target market outreach opportunities.</p> <p>The Senior Manager will support the expansion of War Child Canada’s music, entertainment, influencer, creative and corporate partnership presence throughout both Canada and the U.S.</p>
<p><b>Responsibilities</b></p>	<p><b>Job Responsibility #1: Creative Partnership Development, Management and Implementation (60%)</b></p> <ul style="list-style-type: none"> <li>▪ Supporting and building upon the creative vision of War Child Canada’s music and entertainment fundraising and awareness raising strategies and programs. Supporting the achievement of revenue targets, budget needs, brand awareness and community outreach goals for the organization.</li> <li>▪ Developing, growing and managing the engagement of new target markets through artists, celebrities, the entertainment industry, special initiatives and creative partnerships.</li> <li>▪ Developing and managing a comprehensive and strategic Artist / Celebrity / Influencer program including cultivation, recognition and stewardship.</li> <li>▪ Overseeing the appropriate promotion of all patron and partnership initiatives to all relevant networks.</li> <li>▪ Responsible for researching and developing creative partnership ideas and initiatives; preparing pitches, prospecting and cultivating new artists/celebrity supporters and partnership opportunities.</li> <li>▪ Supporting War Child Canada’s music and entertainment initiatives and partnerships including campaigns, cause marketing partnerships, sponsorship, War Child Canada’s concerts, festivals and special events, benefit albums, PSAs, documentaries etc.</li> <li>▪ Representing War Child Canada by networking at numerous events throughout the year.</li> <li>▪ Supporting opportunities for expanding War Child Canada’s influencer, music and entertainment presence throughout Canada and the U.S.</li> <li>▪ Executing excellent stewardship of all creative relationships by developing proposals, pitches, reports, presentations and thank you letters.</li> <li>▪ Project management of initiatives, campaigns and special projects - involving various stakeholders - related to the growth of creative partnerships and new opportunities</li> <li>▪ Provide support to communications, marketing, PR, and social media initiatives as needed for the success of the departmental initiatives and organization overall.</li> </ul> <p><b>Job Responsibility #2: Overseeing Signature and Partnership Events and Special Projects (30%)</b></p> <ul style="list-style-type: none"> <li>• Responsible for providing oversight in the planning and managing of all aspects of War Child Canada’s signature and partnership events, including: <ul style="list-style-type: none"> <li>○ Developing and managing event budgets; coordinating with partners, committees, vendors, sponsors, and volunteers to ensure events are executed with excellence, with stakeholder and donor stewardship and cultivation as a top priority, while keeping to budget and maximizing ROI; actively sourcing and securing talent, sponsors (cash and in-kind); managing ticketing; developing</li> </ul> </li> </ul>

	<p>and designing materials; recruiting event volunteers; representing War Child Canada at events.</p> <ul style="list-style-type: none"> <li>Developing and designing pitches, materials; researching, writing and providing administrative support as required.</li> </ul> <p><b>Job Responsibility #3: Operational and Administrative Support (10%)</b></p> <ul style="list-style-type: none"> <li>Contribute to and support activities related to strategic planning, annual operating plan, and financial reporting processes including the reporting of revenue secured or expenses committed.</li> <li>Engage or collaborate with other departments as needed to support organizational or team activities or goals.</li> </ul>
<b>Qualifications</b>	<p><b>Knowledge &amp; Skills</b></p> <ul style="list-style-type: none"> <li>Post-secondary education in a related discipline, or equivalent combination of education and experience</li> <li>At least 3 years' experience working within the music and/or entertainment industry</li> <li>At least 3 years event management, artist relations or fundraising experience</li> <li>Experience with corporate outreach and partnership building is a strong asset</li> <li>Experience working within a large network throughout the music and/or entertainment industries and the corporate world</li> <li>Experience fundraising a strong asset</li> <li>Extensive working knowledge of the music and entertainment industries</li> <li>Demonstrated ability to manage competing priorities to meet deadlines and goals</li> <li>A high level of competency in communications, including written, oral, interpersonal and presentation skills; public relations and social media.</li> <li>Excellent research, time management and organization skills</li> <li>Solid computer skills including MS Word, Excel, Outlook, and Internet applications including Social Media tools</li> </ul> <p><b>Competencies/ Personal Qualities</b></p> <ul style="list-style-type: none"> <li>Affinity with War Child Canada's mandate</li> <li>Creative, energetic, adaptable and flexible</li> <li>Able to take initiative, work independently and multi-task</li> <li>Excellent networking skills</li> <li>Demonstrated experience in problem solving, sound decision making and good judgement</li> <li>Positive attitude and the ability to take responsibility and be accountable</li> <li>Respect for others</li> </ul>
<b>Compensation</b>	Competitive
<b>Travel</b>	Occasionally
<b>Application process</b>	<p>INTERESTED APPLICANTS ARE INVITED TO SEND A CURRICULUM VITAE AND AN ACCOMPANYING COVER LETTER ELECTRONICALLY TO:</p> <p>Email: <a href="mailto:jobs@warchild.ca">jobs@warchild.ca</a></p> <p>Please ensure your application email has the subject heading of 'Senior Manager, Creative Partnerships &amp; Artist Relations – [insert your name]'</p>

	<p>Only those applicants selected for an interview will be notified. No phone calls please. War Child Canada is an equal opportunity employer.</p> <p>War Child Canada is committed to providing a work environment in which all individuals are treated with respect and dignity. Final candidates will be vetted in accordance with War Child Canada's Child Protection Policy, including appropriate reference checks.</p> <p>War Child Canada is committed to providing an accessible workplace. For individuals with disabilities, accommodation is available upon request. Should you require accommodation at any stage of the selection process, please let us know. We will work with you to meet your needs.</p> <p>Candidates should be legally eligible to work in Canada. War Child Canada will not provide any relocation support.</p> <p>For more information about War Child Canada, please visit <a href="http://www.warchild.ca">www.warchild.ca</a>.</p>
<b>Deadline</b>	January 12 <sup>th</sup> , 2018