



DIRECTOR ROLE POSITIONS – STRIVE 2020

VP Business Development

Director of Corporate Relations (2)

The Directors of Corporate Relations will serve as the primary liaison between STRIVE 2019 and all external partners. The responsibilities for this role include: seeking new sponsorships, maintaining strong relationships with past sponsors, outreaching to judges and networkers, and ensuring all collaterals are met. Strong interpersonal skills and ability to communicate both verbally and written while maintaining professionalism is required.

Director of Finance (1)

The Director of Finance will be responsible for managing the budget for the year, including overseeing the accounts receivable of sponsorships, planning and managing retreat budgets, collection of delegate payments, and allocating a budget for delegate gift bags and prizes. Strong organizational and excel skills would be considered an asset.

VP Curriculum

Director of Curriculum (2)

Role description:

The Directors of Curriculum will be, in short, responsible for successfully planning and executing all competition-related aspects of STRIVE 2019. While the nature of the competition is entirely up to these Directors' discretions, they must ultimately create an innovative student experience through testing students' skills in a real-world setting. Additional responsibilities include developing a fair marking scheme for competitive events, and working with Professors throughout the planning process.

President

Director of Internal Affairs (1)

The Director of Internal Affairs will be working directly under the President, with a responsibility to ensure all parties internally are held accountable. The individual will also be able to gain exposure to the Communications as well as the Business Development department while assisting with ad hoc tasks. Some responsibilities include: Preparing meeting minutes, conducting monthly departmental internal audits, planning retreats, managing delegate relations, starting out payments, as well as providing help when departments require assistance.

VP Communications

Director of Marketing (2)

Role Description: The Directors of Marketing will play a vital role in ensuring that all promotional plans and strategies are effectively planned and implemented . Additionally, they will take responsibility for keeping a consistent theme and branding for STRIVE Conference 2019. The Directors of Marketing will be working directly under the VP of Communications to ensure an increase in both in-person and online presence.

Skills and Qualifications:

- Ability to work under pressure and with strict deadlines
- Excellent creative ability, written skills and time management
- Proficiency in various graphic design and/or video editing programs are recommended
 - Some programs of use may include: Adobe Photoshop, Illustrator and Premiere Pro, Advanced Microsoft Word etc.
- If without previous experience in graphic design, the candidate should have a large interest in learning various softwares under the VP

VP of Operations

Director of Events (2)

The Directors of Events will work together and with several external parties to create a strong, fundamental student experience for STRIVE 2019. This includes fully planning the conference from start to finish, assigning tasks for all team members, and seeking out as many opportunities as possible in order to add value for all attendees. The Events Directors will be heavily relied on throughout the planning process, as they will be responsible for coordinating how all other departments mesh with each other on the day of the conference itself.

Comms + Operations

CBA Manager (1)

Role Description: The CBA Manager is responsible for ensuring the success of the Campus Brand Ambassador program. This includes the tasks of hiring, training and planning team-wide initiatives that mesh well with the underlying promotional objectives of STRIVE 2019. This Manager will work closely with the Marketing team to ensure all communication with external universities is clear and transparent.