

## Fundraising and Community Engagement Committee Member

The YPAB is seeking a committee member to support the operations of the Fundraising and Community Engagement committee. This committee seeks to create and manage events and opportunities that generate awareness and promote engagement with Cornerstone Housing for Women and its mission. These opportunities include revenue-generating events, as well as engagements that move beyond monetary donations, and will strive to create meaningful relationships with stakeholders and the broader community. The ideal candidate would be a highly motivated individual with a passion for civic engagement and issues related to homelessness. Experience working in non-profit event organizing and fundraising would also be an asset. The YPAB prides itself on being a collaborative group of individuals who share responsibilities and support one another to achieve our goals. Prospective members must demonstrate their ability to manage competing priorities and work as a team.

### Main duties include:

- Support the development of innovative and engaging events related to Cornerstone's mission, programs and the YPAB
- Coordinate all aspects of YPAB events including volunteer assignments and training, sponsorship outreach, ticket sales and other logistical details
- Create and maintain positive relationships with vendors in the community to facilitate event planning and promote Cornerstone
- Participate in collaboration and planning with similarly mandated organizations and community groups to broaden the reach and impact of YPAB activities
- Work as a team to build relationships with Cornerstone frontline staff and residents to better understand issues affecting our community
- Work closely with the YPAB Marketing and Communications Committee, as well as Cornerstone's Resource Development Manager to promote Cornerstone and YPAB events and fundraising initiatives
- Attend regular committee meetings to remain engaged and up to date on group tasks

### Desired skills and experience:

- Knowledge of issues related to women experiencing homelessness in Ottawa and demonstrated commitment to raising awareness and promoting innovative solutions
- Experience coordinating and supporting community led partnerships
- Event coordination experience (including volunteer coordination)
- Knowledge and experience fundraising through events and non-event methods
- Demonstrated ability to assume a leadership role within a team
- Previous experience volunteering with Cornerstone and/or working on a non-profit board is considered an asset