



## Partnerships Manager

**At Green Economy Canada, we envision an economy where environmental sustainability, human well-being, and business success are synonymous.**

[Green Economy Canada](#) is a national non-profit accelerating Canada's transition to a vibrant and inclusive net-zero future. Our network of Green Economy Hubs bring together, support, and celebrate local businesses in taking action on climate change and building sustainability into their operations. Through our growing national network of Hubs, partners, and businesses, we're demonstrating how to make business better, together.

### The Opportunity

Are you passionate about accelerating business action on sustainability? Do you love EVs? Are you skilled at the art of tactful persuasion? If so, join our team as Partnerships Manager!

In this role, you will lead the promotion of a new funding program for electric vehicle (EV) charging stations for businesses, with a particular focus on outreach to small business, and BIPOC and women-led organizations. You will form strategic partnerships, and drive new business recruitment and funding opportunities for our network. This role is instrumental to accelerating the growth and impact of the Green Economy Canada network nationally.

**Start Date:** Immediate

**Term:** 18 month contract with the potential for extension or conversion into a full-time permanent position.

**Annual Compensation:** \$62,700 + \$1500 health & wellness allowance + \$720 home office allowance; flexible work environment & minimum 3 weeks vacation per year.

### Responsibilities

#### Lead Recruitment for the Zero Emissions Electric Vehicle Infrastructure Program (ZEVIP)

- Lead the promotion of a new \$3.4M funding program for the installation of electric vehicle (EV) charging stations in workplaces, multi-residential buildings, and public spaces.

- Develop and execute a program promotion strategy with the support of the Operations Manager and Senior Data Manager, with a focus on building relationships with small businesses, and BIPOC and women-led organizations.
- Work with the Communications Team to develop and update program promotional materials, and equip Green Economy Hubs to promote the program to their local networks.
- Act as the first touchpoint for new inquiries about the program, and ensure timely and professional follow-ups.
- Lead engagement with external partners to promote the program and shepherd participants through the administrative process of applying.
- Develop and maintain a contact database for ZEVIP prospects and participants, identifying broader opportunities to engage program participants in Hub membership.

### **Lead Network Growth**

- Develop and implement a strategy for coordinated and scalable member recruitment across the Green Economy Canada network, including for a new virtual Green Economy Hub to engage businesses outside of Hub communities.
- Develop guidance and resources to strengthen business development across Green Economy Hubs and the ways Green Economy Canada trains Hubs on business development.
- Identify and develop partnerships with other business networks, associations, and service providers, finding new and mutually beneficial ways of working together to advance the business transition to a green economy, and evaluating partnership impact.
- Support the Executive Director in nurturing and strengthening existing partnerships for the Green Economy Canada network.

### **Support Network Fundraising**

- Support the Executive Director with fundraising efforts as required, in particular with identifying and developing relationships with new corporate sponsors and with applications for new government program delivery contracts.

### **Desired Skills and Attributes for the Role:**

- **Relevant knowledge and experience (4+ years)** in business development, EV charging, working with external stakeholders, and/or fundraising. Comfortable with technical concepts. Experience in the non-profit sector and grant writing is an asset.



- **Exceptional communications skills**, with an ability to convey concepts persuasively to suit the needs of the target audience.
- **Exceptional customer service and interpersonal skills**, with an ability to be highly responsive, listen well and form strong relationships with team members and external partners.
- **Conscientious and detail oriented** with an ability to effectively plan and manage multiple priorities, be proactive, and build trust that work is completed with quality and care.
- **Comfort with organizational tools and platforms** like Excel, Google Docs, Asana, Customer Relationship Management software, and Slack and are comfortable learning new technologies.
- **Critical thinking and analytical skills** to identify opportunities to improve systems and processes, and recommend a course of action.
- **A collaborative work ethic** to support a caring, productive and positive work dynamic. You are comfortable working both independently and remotely, and collaborating regularly with a larger team.
- **A learning and resourceful mindset** to help find solutions to challenges while growing your knowledge and skills and Green Economy Canada's capabilities.
- **Receptivity to feedback**, learning from experiences and integrating those learnings in a thoughtful way to achieve stronger outcomes in the future.
- **Excitement for working in a small but innovative non-profit with ambitious sustainability goals.** You enjoy having diverse but focused work, a flexible and evolving working environment, and opportunities to learn and grow alongside wonderful people.

### To Apply:

Please tell us a bit about your interest in this role and send a resume to Priyanka Lloyd, Executive Director, at [hr@greeneconomy.ca](mailto:hr@greeneconomy.ca). Interviews will be conducted on a rolling basis starting November 29, 2021 until the position is filled.

We sincerely thank all applicants, however, we will only be able to personally contact those applicants who are selected for an interview. **We strongly encourage applications from candidates who are Black, Indigenous, or People of Colour.** Please advise if you have any accommodation needs – we are committed to ensuring you can participate fully in the recruitment process.

*Green Economy Canada is an equal opportunity employer where a diverse mix of talented people do their best work because of, not in spite of, our differences. We are committed to providing an inclusive and welcoming environment for all staff, volunteers, members, subcontractors, and vendors in all our activities and operations, regardless of race, color, religion (creed), gender identity, gender expression, age, national origin (ancestry), dis/ability, marital status, or sexual orientation.*

## What's it Like Working at Green Economy Canada?

At Green Economy Canada, we seek to blend the nimbleness and autonomy of a small team with the influence and opportunities afforded to a national network.

- We are bold, ambitious and optimistic. Our vision is for an economy that makes environmental sustainability, human well-being, and business success synonymous.
- We care about what we each accomplish, not where we work from or how many hours we put in.
- We want working together to feel effortless and the ways we work together to be intuitive.
- We embrace innovation: we're willing to take risks, we know we'll make mistakes along the way, and we push ourselves to apply what we learn each time. At Green Economy Canada, it's okay to fail.
- We have fun, enjoy working together, and laugh often.
- We're not satisfied with the status quo: we don't think "because that's how it's always been done" justifies a course of action. We challenge each other, think critically, and strive for objective decision-making.

Together with our network of Hubs and partners, we're making business better, together.

## Our Manifesto:

Now is the time for a better business-as-usual. From the climate crisis to vast social inequalities, we know the status quo isn't working. Together, we can change this.

It takes all of us – every business and organization across Canada – to seize this moment. It's a matter of rethinking what we do and how we do it, and working together to make it a reality.

Green Economy Canada sees what's possible.



Our network is a place for leaders who are ready to challenge the status quo and make the transition to a vibrant and inclusive net-zero future.

It's a journey we will take with you.

It starts with listening and understanding what can be done differently. It means providing the guidance, tools, and connections to help you succeed. It accelerates when businesses, non-profits and governments join forces. And it ends with seeing how we can do more together than alone.

**So join us, and let's make business better, together.**