



Basketball World Toronto is Toronto's most exciting and professional grassroots basketball organization that plans, develops and manages high-quality year-round basketball programs including leagues, camps, and tournaments for men, women and children.

JOB TITLE – SPONSORSHIP & PARTNERSHIPS COORDINATOR

POSITION LENGTH & HOURS – The Sponsorship & Partnerships Coordinator is a 12-month contract position which would automatically renew after the 12 months. It is a full-time paid contract position for 35 - 40 hours per week (5 Weekdays in the office between 10am – 5:00pm, with 1-2 weeknight shifts and/or 1 weekend shift.

POSITION OVERVIEW – Our team needs a youthful, dynamic, basketball (or sports) minded sponsorship and partnership coordinator to help with developing and securing sponsorships and partnerships with local businesses. In addition, this individual will help with fundraising through securing grants and donations from the government and key individuals. Reporting to the Director and the Program Manager, the successful candidate will be responsible for ...

- Lead the current fundraising and sponsorship initiatives for BWT's basketball programs by contacting potential partners, building relationships and securing the agreements as well as maintaining database records, tracking donations and thanking partners for their contribution.
- Identify and research funding opportunities across individual, corporate and institutional fundraising, including researching corporate foundations and other charity prospects;
- Support the preparing and editing of current fundraising and sponsorship initiatives for the director and steering committee
- Inform the Director up-to-date with fundraising trends within the sector
- Research and submit applications for donations
- Manage communication campaigns of fundraising materials to key fundraising partners

SKILL & QUALIFICATION REQUIREMENTS

- Proven track record of being able to develop and secure sponsorship and partnerships with local business and organizations in Toronto
- Knowledge and passion in fundraising for the sports community or experience in the charity/fundraising sector
- Excellent interpersonal skills, including experience of working with members of the public, consumers or donors
- Excellent organizational, time management skills and a high level of problem solving and decision-making skills
- Positive, enthusiastic and committed to getting the job done
- Ability to manage a varied workload, work under pressure and meet deadlines
- Reliable, punctual, hard work and motivated self-starter who likes to build things from scratch.
- Highly proficient in Google G-Suite (G-Mail, Google Calendar & Google Drive), Mailchimp, Adobe Suite (Illustrator & Photoshop), Evernote and Task Management Apps as well as the ability to learn quickly.
- Knowledge and interest in the game of basketball, the basketball industry in the city, or the NBA, or NCAA Basketball or CIS basketball are assets.
- Access to a car and a smartphone with data for each shift is a mandatory requirement.

PAY

- This is a paid position at a rate of \$16.50 per hour + performance bonus. After the 3 month probation period, the pay may increase based on performance and ability to perform the job at the required level.

HOW TO APPLY

- Please apply online at www.bwt.ca, by clicking on **ABOUT** and then **JOBS**. Use the [online application](#) form to apply. Only candidates we are interested in interviewing will be contacted back based on your experiences and fit for this position with BWT.

CONTACT INFORMATION - For more information, please contact Michael Reio at mreio@bwt.ca. No Phone Calls.