
Staff Vacancy: Sponsorship Coordinator (3)

Students for the Exploration and Development of Space (SEDS) Canada is our nation's leading non-profit, student-run organization with the goal of advocating for space. With many technical and entrepreneurial competitions in progress, we are looking to develop even more opportunities for students to build their expertise in space-related fields. To help with fundraising efforts that are crucial to the success of these endeavours, SEDS-Canada is seeking a Sponsorship Manager to join our team.

The Sponsorship Coordinator will be responsible for researching and contacting potential sponsors while maintaining strong relationships with our established sponsors. This position will involve the development of a general sponsorship package showcasing the benefits for sponsors to reward them for contributing to our achievements. Our goal in the future is to create a general sponsorship fund, enabling the use of sponsorship money across multiple SEDS-Canada events and projects.

The candidate must demonstrate the ability to engage with potential sponsors professionally and should be a self-starter with little need for supervision. Previous experience with fundraising, business development, or marketing is beneficial but not required. The most important attribute of SEDS-Canada employees is their passion for space and willingness to build expertise in their position as it relates to the space industry.

Primary duties:

- Participate in regular finance team meetings
- Aid in reach out to companies and other potential sponsors to provide economic support for SEDS-Canada activities, events, and competitions
- Conduct prospect research to obtain new sponsors
- Maintain contact with sponsors and update them with SEDS events to cultivate strong partnerships

Requirements:

- Time: 2-3 hours/week
- Background in nonprofit fundraising preferred but not required
- Self-motivated & independent

While fundraising experience is an asset, the most important fulfillment is a willingness to learn in a fast-paced and professional environment. This is an unpaid volunteer position.

Apply today by filling out the form at bit.ly/apply2seds, and we'll get back to you by the end of the application window.