



CUC 2019 Sponsorship Director (Volunteer)

The Canadian Ultimate Championships (CUCs) 2019 will be held in Edmonton, Alberta, from August 11 to 18, 2019. Divisions of competition will include Juniors, Women, Open, Women's Masters and Open Masters. The Tournament Organizing Committee (TOC) is seeking an Sponsorship Director to ensure that sponsor partners are recruited for the event and all sponsorship agreements are honoured.

The Canadian Ultimate Championships Tournament Organizing Committee (CUCTOC) will support key volunteer positions with guidance and resources. The Sponsorship Director will be part of a team of Directors, all of whom will be expected to support each other through the planning and execution of CUC. As part of a unified team, volunteers can expect a positive and collaborative work environment where the time, ideas, and opinions of all contributors are respected.

This is an exciting opportunity to build skills and experience in the areas of business development and fundraising.

Job Duties and Responsibilities

- Develop a sponsorship program for CUC 2019
- Represent the Edmonton Ultimate community in a positive and professional manner
- Recruit both financial and in-kind sponsors
- Ensure all commitments to sponsors are carried out on time (i.e. meeting print deadlines, ensuring logos are on the website, etc...)
- Coordinate the transportation of any materials offered or produced through sponsorship to the appropriate location at the required time
- Provide sponsors with letter of appreciation within two weeks of event end date
- Regularly communicate the status of sponsorship developments to CUC General Manager
- Work with Finance Manager to document all sponsorship

Time Commitment

Approximately

- 3-5 hours per month during the tournament planning stages (January-July 2019)
- 10 hours per week in week preceding tournament
- "on-call" during tournament
- 10 hours in two weeks following the tournament

Qualifications

- Strong written and verbal communication skills in English
- Demonstrated reliability and organizational ability
- A valid driver's license and access to a vehicle
- Experience and/or education in business development or fundraising is an asset
- Experience developing sponsorship programs/packages is an asset
- Familiarity with Edmonton businesses and vendors is an asset
- Familiarity with the sport of Ultimate in Edmonton and knowledge of the ultimate demographic is an asset



Supervision

The Sponsorship Manager will report to the CUC General Manager and EUPA Board of Directors.

Compensation

This is a volunteer position that will be recognized with an honorarium of \$500. Extra compensation may be negotiable based on sponsorship recruitment.

Please submit applications to volunteercuc2019@eupa.ca. Deadline to apply is January 1, 2019.