



Position Title	Director of Marketing & Communications - Volunteer
Position Summary	CEP Toronto is recruiting a Director of Marketing & Communications with affinity for the ESG not-for-profit sector. The Director of Marketing & Communications oversees the 4-person marketing team and is responsible for the overall marketing direction of the organization. Key objectives are to grow our current community (+1,000 email subscribers) and social media following to attract more visitors to our event. We are looking for someone who is passionate about environmental topics and has the leadership capabilities to grow our organization, and our impact.
Responsibilities	<ul style="list-style-type: none">• Leads marketing strategy and execution (establishes goals, metrics, and membership growth)• Oversees the marketing team and ensures they are delivering action items (e.g., regular posting on social media, newsletters, event-specific communication and website updates)• Onboards new marketing volunteer members• Analyzes needs of marketing team and creates new positions accordingly in collaboration with the President and Advisors• Works closely with Marketing Manager to ensure the website is regularly updated, reflecting the organization's values and supports event marketing objectives• Works with Marketing Coordinator to create CEP branded promotional materials for events and social media
Time Requirements	Approximately 4 hours a week. Time requirement varies based on event schedule

Is this for you?

The Director of Marketing & Communications will ideally have the following traits and abilities:

- Experience working in marketing, preferably in a leadership role
- Leadership qualities and demonstrated experience managing people and workstreams
- Demonstrated ability to maintain relationships and engage others
- Strong communication skills and creative thinker with a flair at developing engagement strategies
- Familiarity with graphic design, web design, and social media communication
- A one year commitment to this volunteer position and ability to attend monthly in person events

Application Procedure

Please submit your resume and a short explanation of your interest and fit for this position to ceptoronto@gmail.com and maicky_meijberg@gmail.com

About CEP Toronto

Connecting Environmental Professionals Toronto (CEPT) is a chapter of Connecting Environmental Professionals Canada, an organization of local chapters dedicated to creating opportunities for emerging and established environmental and sustainability professionals.

CEP Canada was founded in 1997 in Toronto as Young Environmental Professionals (YEP Canada) and has



expanded to include chapters in the National Capital Region (Ottawa-Gatineau), Calgary, Vancouver, and Toronto. The organization completed its name change from YEP to CEP in 2013.

CEPT is a volunteer-powered organization that strives to create opportunities for all professionals to collaborate and learn, ultimately driving sustainability and climate action. Our mission is to inform and collaborate with professionals in our community as a way to drive sustainability and climate action.