



EMPLOYMENT OPPORTUNITY - **PARTNERSHIPS MANAGER**

INSIDE OUT

Inside Out presents the annual Toronto 2SLGBTQ+ Film Festival. It is the largest event of its kind in Canada. For 11 days, the Festival presents screenings, artist talks, panel discussions, youth programming, installations and parties that showcase more than 175 films from Canada and around the world.

In addition, Inside Out is committed to challenging attitudes and changing lives *year-round* through the exhibition, production and promotion of 2SLGBTQ+ film with initiatives that include a slate of filmmaker professional development programs.

JOB DESCRIPTION

The Partnerships Manager plays a key role in cultivating and managing Inside Out's cash and in-kind sponsors. They also oversee all festival partnerships, ensuring alignment and cohesion across all the organization's partner relationships. The current corporate fundraising portfolio includes approximately \$650,000 in cash support, with \$100,000+ in-kind support. The Partnerships Manager position is an exciting opportunity to contribute to an internationally recognized 2SLGBTQ+ film industry organization – collaborating with people who are passionate about film and the queer communities we serve. We are seeking an energetic and innovative partnership professional with a range of sponsorship knowledge and experience, a results-driven team player and bridge-builder.

Reports to: Director of Development and Executive Director

Job Type: Full-time, permanent

Supervisory Responsibilities: Partnership contract staff, interns and volunteers.

Schedule: Work schedule requires expanded hours and flexibility during peak festival periods.

Compensation: The position offers a salary range of \$47,000-\$52,000, commensurate with experience.

- Comprehensive employee insurance plan (100% paid for by Inside Out) plus additional \$500 in Health Spending Account (HSA)
- \$1,000/ year for professional development

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Insideout.ca

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- Hybrid work environment: three (3) days in office (Tuesday, Wednesday, Thursday), two (2) days remote (Monday and Friday)
- Ten (10) vacation days, five (5) personal days, three (3) sick days
- Three (3) weeks off over winter holiday break in addition to vacation days
- Ten (10) “Summer Fridays” days off in addition to vacation days and holiday office closure.

Essential Duties and Responsibilities:

- Prospecting and cultivating partnerships that directly support the organization's operations, including cash, in-kind, event and hospitality partners
- Developing customized partnership proposals for new and existing sponsors
- Managing relationships and leading corporate partnership stewardship of all sponsors and partners through all steps of the process from prospecting to benefits fulfillment
- Managing partner invoicing, and other administrative tasks related to the partnership
- Leading event logistics and planning in relation to partner activations
- Leading interdepartmental meetings on behalf of the partnerships department to facilitate the successful implementation of partnership deliverables
- Managing day to day duties of partnership assistants

The qualified candidate should possess the following skills and/or qualifications:

- 2-3 years' experience demonstrated success in corporate fundraising
- Demonstrated success soliciting and securing sponsorships of \$50,000 or more
- Demonstrated ability to manage annual sponsorship campaigns
- Knowledge and familiarity with sponsorship and partnership management theory and practice, and statistical and evaluative reporting
- Excellent computer skills
- Excellent customer service, hospitality and relationship management skills

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- Excellent written and verbal communication skills with a strong attention to detail
- Strong project management skills
- Initiative, perseverance, and a passion for social justice
- Commitment to and experience working within an anti-racism and anti-oppression framework, with experience working with diverse communities
- Knowledge of the film festival sector and the film industry is an asset

Application Deadline: October 1, 2025

Please note that we will be reviewing applications as they come in and scheduling interviews with selected candidates at the earliest opportunity.

Application Process:

Interested candidates should upload a resume and cover letter as one PDF document [here](#).

Inside Out is committed to access and equity, which includes a commitment to achieve diversity among its staff, board and other volunteers. We encourage applicants who reflect the broad diversity of the 2SLGBTQ2+ communities that we serve.

For more information about Inside Out, please visit our website at www.insideout.ca

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