

## NOW HIRING— Marketing & Student Service Managers

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*This position is for engaging, outgoing and energetic individuals. If you have a background in sales and enjoy public speaking this is the job for you! This opportunity allows you to be your own manager & make your own schedule, while earning a competitive wage + bonus incentives.*

### **Role Description:**

The Marketing & Student Service Manager is responsible for both the current participating exchange students and prospective participants from their region. The role involves promotional work to increase awareness. Tasks include arranging school visits, classroom presentations, distributing promotional materials and holding general information meetings for interested parents and students. The role also involves providing support for current students and families in your region, hosting two yearly meetings, responding to inquiries or concerns, and assisting the ISE office with exchange issues.

Please note that this role allows for flexibility but you must be able to conduct presentations during the day and evening hours when needed. For the majority of your time, you will manage your own schedule. The Marketing & Student Service Managers are only compensated for their actual promotional/ meeting time (\$22/hr) and mileage (.40/km). There is no compensation for prep time. We have a competitive bonus plan in place!

### **Necessary Qualifications:**

Must have/ be able to obtain a Vulnerable Sector Screening with their local police department  
Must have their own vehicle  
Ability to present at two evening sessions annually and participate in quarterly conference calls  
Have a working knowledge of computer applications such as PowerPoint & Excel

### **Ideal ISE Representatives:**

Are available during the day to offer school presentations  
Are outgoing, engaging, and energetic public speakers especially with a younger audience  
Are looking for a supplemental income  
Have previously participated in an ISE Exchange Program (asset)  
Have school, school board or community contacts to assist with the promotional nature of the role  
Are flexible, proactive, and eager to promote the program  
Can effectively work from home, corresponding with the head office on a regular basis  
The ability to speak French, Spanish or Italian would be an asset

**Regions:** Resumes are accepted from qualified individuals of any region in Ontario.

**To Apply:** Please submit your resumé and cover letter to [info@iseontario.on.ca](mailto:info@iseontario.on.ca). We will only contact you if we are interested in proceeding with your application. No phone calls please.