

BUSINESS COACH FOR ARTISTS (CONTRACT POSITION)

Founded in 1995, YES Employment + Entrepreneurship is a non-profit community-based organization dedicated to enriching the community by providing English-language support services to help Quebecers find employment and start and grow businesses. We are looking for a committed candidate to fill the position of business coach for artists.

"Being an artist can be one of the most fulfilling careers, but it also requires one to wear many hats. The time and effort that goes into creating, often leaves little time for other tasks such as marketing, networking, website development, and financials."

Position Summary

Reporting directly to the Director of Entrepreneurship and Program Development, the business coach is responsible for recruiting participants for the Artists' Program, and strengthen their entrepreneurship skills (goal setting, financial management, marketing, sales, and operations). The coach will develop, organize, and deliver services such as individual coaching (in-person & online), workshops and tools while building positive relations with clients and the community.

Additional Information

This position is a contract position until March 31st, 2023 (eight months), with the possibility of renewal. It is a collaborative placement between [CEDEC](#) (Community Economic Development and Employability Corporation) and [YES Employment & Entrepreneurship](#). The successful candidate will be supervised by YES' Director of Entrepreneurship and Program Development.

CEDEC CEDEC's purpose is to help drive economic growth and development through collaboration. CEDEC helps communities achieve lasting economic success by identifying and leveraging their strongest opportunities for economic growth. CEDEC provides coordinated, integrated leadership and contributes actively at all stages of economic development, from ideas to action to results. CEDEC helps create jobs, upskill and place workers, increase wages and revenues, build and grow businesses and social enterprises, and increase investment in communities.

Salary: \$50,000 to \$55,000 annually

Application deadline: August 15, 2022

Knowledge, Skills and Qualifications

- + University graduate in Business, MBA, Marketing, Arts Administration or relevant subjects;
- + Established ties with the arts community including associations, grantors, schools;
- + Minimum of three (3) years of experience in program coordination;
- + Proven business coaching experience, preferably working with creative entrepreneurs;
- + Experience in writing/reviewing business or project plans and grant applications;
- + Experience in facilitating workshop presentations/group facilitation;
- + Excellent interpersonal and communication skills, a team worker with solid organizational and time management skills;
- + A team builder that can inspire, motivate, and engage others and their commitments;
- + Advanced emotional intelligence & self-awareness;
- + Strong business acumen;
- + Outstanding writing skills;
- + Strong knowledge of computer systems – Word, Excel, Power Point, access database (an asset);
- + Bilingual (English & French)
- + Available to work some evenings & travel occasionally to select regions of Quebec
- + Experience in the non-profit sector

How to Apply

Send both your cover letter and resume to atchitacov@yesmontreal.ca

Only those candidates chosen for an interview will be contacted.

YES is committed to equal opportunity employment and encourages applicants from all backgrounds to apply.

YES Employment + Entrepreneurship

666 Sherbrooke St. W., Suite 700

Montreal, Quebec H3A 1E7

T: 514-878-9788

info@yesmontreal.ca | yesmontreal.ca