

JOB DESCRIPTION

Manager, Partnerships

ABOUT TRIEC

We are TRIEC, a not-for-profit on a mission to fast-track skilled newcomers into careers, not just jobs! Canada thrives when professionals can put their education, expertise, and ambition to work. Yet too much immigrant talent gets sidelined by barriers that have nothing to do with skill. We are here to change that.

We do this by building bold, innovative solutions that connect immigrants to the labour market - and by bringing together the people who make that possible: employers, community organizations, government, and the broader ecosystem. As recognized leaders in this space, we don't just participate in the conversation - we convene it.

For employers, TRIEC is a trusted partner. We help you tap into a deep pool of immigrant talent, meet emerging workforce needs, and build workplaces where diversity and inclusion aren't just values on a wall — they're part of how you operate. From talent recruitment to retention, from professional networks to inclusive culture, we equip you with the programs and resources to get it right.

ROLE SUMMARY

The Manager, Partnerships owns the full B2B outreach-to-stewardship partnership cycle within the engineering, advanced manufacturing, construction and infrastructure sectors - identifying, building, and deepening relationships with employers and ecosystem partners in this space and connecting them to TRIEC's full suite of offerings.

This role takes a consultative, relationship-based approach, with an ability to identify partner interests and objectives and successfully match them to TRIEC's programs, products, and funding opportunities. It also carries responsibility for TRIEC's PINs (Professional Immigrant Networks) network, keeping members engaged and active across sectors, with dedicated PINs capacity planned as funding allows. This is an individual-contributor role focused on driving TRIEC's own outreach and pipeline within this sector. This posting is for an existing vacancy.

Reports to: Senior Manager, Strategic Partnerships

Works closely with the Manager, Employer Partner Relationships & Mentor Recruitment and Manager, Healthcare Pathways & Mentor Recruitment.

Hybrid Work Arrangements: TRIEC operates on a hybrid work arrangement comprising a mix of in-office and remote work. Under this arrangement, full-time employees will be required to work in-person at the office 2 days per week.

Compensation: \$65,000 – \$70,000 per year, plus employer-paid benefits package. This is a full-time, one-year contract position, which may be extended subject to funding availability.

RESPONSIBILITIES

1. Strategy & Annual Planning

- Translates the annual work plan into a detailed operational work plan for their sector, aligned to TRIEC's partnership development strategy.

2. Sector Partnerships — Engineering, Advanced Manufacturing, Construction & Infrastructure

- Owns end-to-end outreach and partnership development within the sector — from prospecting and acquisition through active engagement and long-term retention.
- Builds relationships with employers, industry associations, and ecosystem partners, connecting them to TRIEC's immigrant talent pool and offerings.
- Acquires new employer partners and generates leads through targeted outreach, content, and modern lead-generation strategies.
- Develops and/or supports tailored proposals and marketing materials that resonate with the sector.
- Collaborates with program and product teams to operationalize new partnerships and organize employer hiring and learning events.

3. PINs Network

- Oversees TRIEC's PINs network — re-engaging dormant members and growing active leaders' involvement through networking and hiring events.

4. Revenue & Funding

- Identifies and solicits smaller employer-giving opportunities within the sector.
- Identifies and supports development of funding proposals, including calls for proposals (CFPs), within the sector.
- Supports fee-for-service conversations as they emerge through employer relationships.

5. Pipeline Management

- Follows TRIEC's engagement and pipeline process — maintaining accurate Salesforce records and preparing pipeline status updates for review.
- Supports the Senior Manager in convening the Employer Advisory Committee.

6. Shared Across Partnerships Development Team

- Recruits volunteer mentors from corporate and ecosystem partners to support TRIEC Mentoring Partnership (TMP) matching targets.

- Supports the development and launch of new, innovative programs that expand TRIEC's capabilities.
- Represents TRIEC in thought-leadership capacities, building credibility that deepens partnerships.

REQUIRED SKILLS, EDUCATION AND EXPERIENCE

- Proven experience in consultative, relationship-based partnership development, with a track record of meeting or exceeding revenue and partnership goals.
- Skilled at influencing and managing relationships up to C-suite.
- Understanding of the engineering, advanced manufacturing, construction, or infrastructure sectors — their priorities, talent needs, and decision-makers.
- Familiarity with pipeline management processes and CRM platforms (e.g., Salesforce).
- University degree with a minimum of 5 years of related experience.
- Strategic, relationship-driven thinker with strong organizational skills and attention to detail.
- Strong communicator, comfortable representing TRIEC publicly (panels, forums, podcasts, webinars).
- Understanding of — or strong interest in — the GTA nonprofit sector and immigrant employment ecosystem.

HOW TO APPLY

Qualified applicants are invited to submit an electronic resume and cover letter in a single MS Word file or PDF format, separated by page breaks, to Hiring Manager hr@triec.ca with the subject line: “Manager — Partnerships — your name”.

In your cover letter, please address the following:

- Briefly describe your experience managing a full consultative partnership or sales cycle - from prospecting and pipeline management through to closing and stewarding the relationship - and the outcome.
- Briefly describe your experience with the engineering, advanced manufacturing, construction, or infrastructure sectors, and how that understanding would shape your approach to engaging employers in it.

TRIEC uses automated tools, including artificial intelligence, to support the review of applications for this role.

DEADLINE

Applications must be submitted by email by **Friday, October 16, 2026** at 5:00 pm.

Please note: Only those applicants selected for an interview will be contacted.

TRIEC is an equal-opportunity employer and is committed to developing inclusive, barrier-free selection processes and work environments. We strive to build a culture where everyone feels welcome and can make a contribution. If contacted in relation to an employment opportunity, please advise TRIEC of any accommodations, if required, which would enable you to be interviewed in a fair and equitable manner. Information received relating to these measures will be addressed confidentially.

For more information on TRIEC please visit www.triec.ca.