



Canada

Board of Directors: Job Description

POSITION TITLE: Director of Regional Representatives

The Director, Regional Representatives is responsible for **recruiting, building and leading** the **Regional Representatives Program**, with oversight of the Ambassador Program.

This role will design the Regional Representatives Program from the ground up as a community builder as APRA re-imagines a network of prospect researchers connecting and supporting each other across Canada. **The Director will hold a Regional Representative position in their area.**

The Director of Regional Representatives works collaboratively with the APRA Board of Directors to grow prospect research support across Canada. The Board meets virtually on a monthly basis.

The Director of Regional Representatives will be responsible for:

- Designing and implementing the Regional Representatives Program
- Create a Job Description and on-boarding process for Regional Representatives
- Recruiting Regional Representatives
- Hosting virtual meetings for the Regional Representatives to connect on a regular basis
- Oversee the Ambassador Program for consistency, momentum and progress
- Documenting best practices for Regional Representatives
- Providing Program updates for the Scoop Newsletter and Website
- Providing a Program update at APRA's AGM
- Promoting the benefits of being an APRA Canada member

Attributes needed to be successful in this role:

- Prospect research experience
- Excellent verbal and written communication skills
- Leadership and management experience
- Ability to build community
- Ability to galvanize and build consensus

To be considered for this opportunity, please submit the following to president@apracanada.ca by June 20th 2025:

- Why you are interested in this role
- A brief bio and/or resume