

# Lead Advisor

## Overview

Global Startups is a not-for-profit accelerator dedicated to supporting New Canadians and international startups as they establish and scale their businesses in Canada and beyond. We serve as a bridge between emerging and established markets, providing operational support and a welcoming environment for entrepreneurs.

As a multicultural organization, we embrace diversity, inclusion, innovation, collaboration, and integrity as core values. We actively support newcomers in integrating into the Canadian startup ecosystem while advocating for a more diverse and inclusive tech industry across the country. By fostering innovation and entrepreneurship, we contribute to the growth of Canada's high-tech sector, enabling startups to thrive and make a meaningful impact on the global economy.

We are seeking a dynamic Lead Advisor to manage relationships between advisors (coaches) and clients (startups), ensuring startups receive high-quality guidance and meet their goals. The ideal candidate is a collaborative team player who thrives in a fast-paced, mission-driven environment. The Lead Advisor will work closely with the Program Coordinator and Coaches to foster strong advisory relationships and support overall program effectiveness.

## What You Will Do

- Ensure startups have access to high-quality coaching by identifying, vetting, and onboarding expert advisors.
- Proactively source new coaches based on the evolving needs of startups, ensuring the advisor pool remains diverse, relevant, and aligned with industry trends.
- Communicate regularly with coaches and promote seamless information flow between them and startups.
- Oversee mentorship meetings while tracking attendance and engagement.
- Monitor mentor activities to ensure responsibilities are met effectively and in a timely manner.
- Allocate and manage the coaching budget to maximize resource utilization and alignment with program goals.
- Ensure startups receive high-value mentorship by collecting and analyzing mentee feedback and impact metrics to track startup progress and evaluate coaching effectiveness.

- Share insights, success stories, and challenges from mentoring engagements to enhance the program's impact.
- Act as an assessor who fosters critical thinking, problem-solving, and strategic planning among startups.
- Strengthen relationships with founders, mentors, and program alumni.
- Support recruitment efforts for new startups and ensure smooth onboarding.
- Advocate for continuous improvement by gathering feedback and refining program processes.

## What You Bring To The Role

- Minimum 2 years experience in advisory/mentoring services with demonstrated ability to develop and manage client relationships, ideally in the tech startup ecosystem.
- Excellent interpersonal, communication, presentation and listening skills.
- Team player, collaborative, able to work with and through others.
- Strong sense of ownership and proactively advocates for the end user.
- Detail-oriented, organized, and able to set priorities.
- Critical thinking and conflict resolution skills to navigate challenges and foster productive discussions.
- Strong ability to carry out tasks with very little supervision or independently.
- Displays a positive, caring and helpful attitude.
- Demonstrate a high degree of integrity, diplomacy, discretion and confidentiality.
- Passionate, agile, curious, innovative, and supportive team player who gets things done.

## Job Details

- **Job Type:** Full-time (30 hours per week)
- **Compensation:** \$60,000 annual salary
- **Start Date:** July 15, 2025

## Benefits

- **Hybrid Work Model** – Work from home three days a week.
- **Health Benefits** – Comprehensive health benefits package.
- **Prime Office Location** – Coworking space near Union Station, downtown Toronto.
- **Career Growth & Advancement** – Professional development and career progression opportunities.



- **Meaningful Work** – Make a real impact in a mission-driven organization.
- **Supportive Team Culture** – Join a collaborative, caring team that values innovation and client success.

## How to Apply

To apply, please submit your **resume with at least two references** to [hr@globalstartups.tech](mailto:hr@globalstartups.tech). If you have any questions or require accommodations, feel free to reach out.

## Our Commitment to Inclusion

Global Startups is a proud equal opportunity employer. We believe a diverse and inclusive workforce is essential to our success. We are committed to fostering an environment that provides opportunities for youth, minority groups, and newcomers to Canada.

We welcome applications from all qualified candidates, including individuals with disabilities.

Accommodations are available upon request for all stages of the hiring process. If you require adjustments to ensure a fair and accessible experience, please let us know.