



Cyber Catalyst Inc

April 17, 2026

Community Engagement & Partnerships Coordinator (2026-05)

Location: Remote (Canada)

Position Type: Contract, Part time, Hybrid

Compensation: \$40 per hour

This role focuses on relationship-building, outreach coordination, and partner engagement with the Military-Connected Community, public-sector employers, and community-serving organizations. You will help ensure that veterans, transitioning CAF members, military spouses, and rural learners are connected with high-quality cybersecurity and digital-skills training opportunities, while also supporting employers and institutions interested in hosting placements or hiring graduates.

Cyber Catalyst Talent Solutions is seeking a **Community Engagement & Partnerships Coordinator** to support national implementation of the Cyber Catalyst Skills & Safety Accelerator Project.

If you excel at partnership development, outreach coordination, and supporting collaborative programs, this role is for you.

Key Responsibilities

Community Network Development

- Build and maintain relationships with relevant military community organizations including MFRCs, CAF Transition Centres, veteran service organizations, military spouse networks, community employment services, and rural workforce development agencies.
- Coordinate referral pathways to Cyber Catalyst programs.
- Provide partner organizations with accurate program information, toolkits, and outreach materials.

Employer & Municipal Engagement

- Identify and engage municipal/public-sector partners interested in hosting placements or hiring Cyber Catalyst graduates.



- Coordinate introductory briefings, partner meetings, and employer information sessions.
- Maintain documentation and engagement logs for employer-facing activities.

Partner Coordination & Communication

- Maintain regular communication with community, institutional, and employer partners.
- Share program updates, announcements, and marketing materials.
- Ensure partners have up-to-date referral resources.
- Maintain contact lists and partner engagement documentation.

Outreach Events & Information Sessions

- With appropriate guidance, support or represent Cyber Catalyst at career transition sessions, webinars, partner briefings, and recruitment events.
- Coordinate partner participation and event logistics.
- Support promotion, registration tracking, and event follow-up.

Referral Pathway Development

- Help develop structured referral guides, toolkits, and partner briefing materials.
- Support partners in explaining eligibility, program expectations, and learner pathways.
- Strengthen referral networks that help potential learners make confident career decisions.

Partnership Tracking & Reporting

- Maintain engagement logs, outreach records, and partner documentation.
- Track meetings, presentations, and partnership milestones.
- Support reporting requirements for project leadership and funders.
- Assist with preparing summaries and impact updates.

Qualifications

Required



- 2–4 years in community engagement, partnership development, stakeholder relations, or related roles
- Strong interpersonal and relationship-building skills
- Experience coordinating outreach activities or events
- Excellent written and verbal communication
- Strong organizational and project coordination skills

Preferred

- Experience working with veterans, military families, or CAF transition programs
- Experience with municipal governments or public-sector organizations
- Familiarity with Canadian workforce development initiatives
- Experience with colleges, training programs, or community organizations
- Bilingual English/French

What Makes You a Great Fit

You are collaborative, relationship-focused, and committed to strengthening community-based pathways into cybersecurity and digital-skills careers. You build trust with partners, communicate clearly, follow through diligently, and value the impact of coordinated community engagement on learner outcomes.

Cyber Catalyst strongly encourages applications from:

- **Military members, veterans and partners**
- Technical professionals committed to supporting those who have served Canada through their military service.

Why Join Cyber Catalyst?

Your work directly supports:

- Increasing access to training for veterans and military families
- Strengthening employer participation in workforce pathways
- Building trusted referral networks across Canada
- Supporting successful career transitions into cybersecurity roles





If you are passionate about community partnerships, public-sector engagement, and helping individuals access meaningful career pathways, we'd love to hear from you.

How to Apply

Applications will be reviewed on an ongoing basis until a decision is made.

Please submit your application through the online portal at www.cybercatalyst.io/jobs, including a resume and cover letter.

Questions can be submitted to HR@cybercatalyst.io. Please include the following in the subject line: [Community Engagement & Partnerships Coordinator (2026-05)]

