



## **Event Manager**

### **About Quirky Group**

Quirky Group is a growing Events and experiential marketing agency. We are a small, entrepreneurial and ambitious team. The company offers broad event management services and staffing, and creates themed pop-up bars, event spaces & vehicle conversions. We work with a varied client base especially within the food and drinks industry including Britvic, Fentimans, Teapigs and Bill's Restaurants. For more information visit [www.quirky-group.co.uk](http://www.quirky-group.co.uk)

### **The Role**

This position is in our Events Management team, where you will be helping to deliver a series of over 100 events this summer.

### **You'll be busy:**

- Independently running mobile bars at private events such as weddings, and public events such as music and food festivals.
  - This will involve transporting the bar, physically setting up the bar, running the bar, closing it down, occasionally managing a team of staff and managing stock.
  - The work will be varied, on occasions working as part of a team whilst at other times working alone.
- Managing the logistical details of delivering outstanding events.
- Recruiting and managing temporary staff.
- Spreading the name 'Quirky Group' and talking about what we do. We are growing, and we want you to be a part of it.

### **About You**

- Organised with an eye for detail. You'll be managing important events for which thorough planning is vital.
- You'll have bar experience, preferably in a management role.
- A can-do attitude. Events often do not go to plan and you'll have to be prepared to think quickly, come up with a solution and execute it.
- London based, with the right to live and work in the UK.
- You'll have a driving license and would be comfortable driving a van. Ideally, you would also have access to a car.
- Well connected, with plenty of contacts who would be interested in temporary work at events across the country.
- You'll be happy to work weekends throughout Summer.

**You'll need to enjoy:**

- Planning and delivering fantastic events, coordinating resources, with great attention to detail.
- A flexible approach to working. You'll be spending much of your time at events but will also have some desk-based work. Expect to be working most weekends.

**Remuneration, Benefits & Working Style**

- There are multiple roles available, with most positions being full-time, contractor roles with flexible start dates in April/May/June, and lasting 3-6 months. There is opportunity for this to become a permanent position afterwards. Expect to spend around 3 days a week at events and 2 days a week working with the team at a co-working space in Central or South-West London.
- Potential to gain experience in a fun, growing start-up delivering a large series of events.
- Salary of £1250-£1500 per month (experience dependent) + part of your phone bill covered + commission on any sales leads you bring in.

**Interested?**

If this is the kind of challenging and exciting role you feel you'd thrive in, please send me an email at [will@quirky-group.co.uk](mailto:will@quirky-group.co.uk) with your CV, and a few paragraphs about you, your experience, and why you feel you're right for this role.

Due to the volume of applicants, if you've not heard back within 4 weeks consider your application unsuccessful