

## **Job Description & Application Details**

### **Senior Events Manager - Ref: MC-SEM**

#### **About the job:**

Morrow Communications requires an experienced **Senior Events Manager** to join our dynamic, award-winning Events team.

As one of Northern Ireland's leading integrated communications consultancies our events specialists already work with some of the UK and Ireland's largest employers, most **iconic brands** and **ambitious companies** to deliver **world-class**, high impact events of all shapes and sizes.

#### **About us:**

Morrows is an award-winning full-service communications agency based in Holywood, Co Down and is committed to delivering creative campaigns that truly engage. **CIPR Consultancy of the Year for 2021/22** and a multi-award-winning company for our client work we represent some of the UK and Ireland's most exciting brands and organisations. Most recently we have been shortlisted in the **Best Place to Work** category in the Irish News Workplace and Employment Awards 2023.

Our 35+ strong team works together to deliver big results for our clients, and you would be working with a talented, fun bunch of people - from the Event Management team to Video Production, PR/Communications, Advertising, Design and Digital - collaborating together to deliver integrated communication solutions to our varied client base. Whilst events and conferences are mostly delivered independently, more often they draw on the wider expertise within the integrated team to deliver the most impact for our shared clients.

Our client base is growing and adapting to new challenges and exciting opportunities and so are we. With a new ambitious growth strategy there will be significant opportunities for good people to grow with us.

#### **What to expect:**

The successful applicant will play a key client management and event project/campaign delivery role bringing energy, creativity, and experience to a number of our core clients and the Morrows team as a whole.

In return, we provide reward and recognition at every step of your career, with a competitive salary and benefits as well as plenty of opportunity for growth – all delivered through our first-class employee engagement experience programme called '**Belong**'.

All this will be provided in an open, friendly and supportive environment with relevant training and professional development. Morrows is the only NI agency which holds the PRCA Gold Communications Management Standard, a quality mark which underpins all our client and employee processes.

### Specific experience required for the role:

- Applicants must have a **minimum of 5 years' experience** in an events related role, preferably in a customer facing environment.
- Hold a **third level qualification** (preferably, but not exclusively in Event Management / Communications / Marketing or similar)
- Have previously worked in **business/corporate events** in NI / Ireland / UK with proven experience in delivering and co-ordinating live events as part of a team, working dynamically across multiple live projects at any one time.
- Significant experience in **new business development**, maximising opportunities and potential collaborations, together with a successful track record in formal tender writing or bid/proposal submissions.
- Have a strong understanding and practical experience of working with traditional marketing/event promotion methods and emerging event technologies or trends to maximise client satisfaction.

### What we are looking for:

- You'll be a confident, enthusiastic **events professional**, with first-class relationship management and leadership skills and the ability to **engage and inspire everyone** you encounter.
- You will know the **event management/conference production landscape** inside out and understand the comprehensive and practical steps required to ensure a high level and valuable event experience is delivered every time.
- You'll know how to manage a **busy schedule of events** with excellent **project management** ability, knowing how to drive and thrive as part of a team.
- You'll be **an inquisitive and strategic thinker**, who takes time to understand a client's objectives and can help devise appropriate event delivery solutions to achieve them.
- You'll have **sound commercial judgement** backed up with excellent all round marketing/promotional awareness
- You'll be ready to **jump headfirst** into the role, working on a number of significant client accounts (primarily public sector) in various business areas such as agri-food, environment, economic development, justice and social, health and wellbeing, finance, transport, retail, IT, energy & renewables, manufacturing and hospitality/leisure.

### How to apply:

If you meet the above criteria and have the experience and ambition to deliver what we need, apply with an **up to date and tailored CV** - with particular reference and relevance to the job description above and quote reference MC-SEM.

Please also include a **separate elevator pitch** about yourself (250 words maximum) highlighting how you are the must-see candidate for the position. Please tailor your pitch to best demonstrate how you are right for this specific role.

**Closing date for applications – 14<sup>th</sup> July 2023**