



HE Space is a successful international space company. For 40 years, we have been supporting our customers with qualified experts in the field of engineering, science and administration. HE Space has joined forces with CS Group to lead the engineering and digital space market in Europe and to provide highly skilled consulting.

Events Management Officer

Key Tasks and Responsibilities

Your responsibilities will include:

- design and implement ECMWF's Copernicus Services' event strategy incorporating creative and brand-building ideas, including brand experience techniques and tactics for lead generation;
- scouting new event opportunities and providing advice, and updating an event calendar according to C3S' and CAMS' needs and goals;
- follow the connection with potential partners/users through and after events;
- manage and organise hosted (convened by Copernicus Services at ECMWF) and external (third-party) events on behalf of ECMWF and will assume event concept creation, marketing, all logistics, merchandise, storage and shipping responsibilities;
- provide support in total event solutions, which include pre-production, curated content, event management, guest engagement and post-event management;
- producing livestreamed events, and managing in-person and hybrid events with maximum quality from concept to completion. ECMWF puts particular emphasis on creating visually attractive, fresh and functional event exhibition stands/venues;
- offering a seamless virtual experience to the audience and; giving away sustainable and useful promotional products for brand experience.

Skills & Experience

You will have the following qualifications and relevant experience:

- Bachelor in communications, marketing or a relevant discipline;
- Minimum 2 years of experience in event management;
- Excellent communication and organization skills;
- Customer oriented mindset;
- Strong command of the English language. Knowledge of another European language is considered an asset;
- Knowledge of working methods in the space/telecommunications sector is considered an asset;

It is important to note that this position requires a high level of confidentiality.

This job is located in **United Kingdom**.

If you think you have what it takes for this job, please send your CV (in English and in Word or PDF) to Kalina Traykova, by clicking on the button "Apply for this job" quoting job **NL-HP-24081**.