

JOB DESCRIPTION

Job Title: Event Operations Manager

Location: Harrogate, HG2 8NZ

Salary: £25,000 + depending on skills and experience

Job Type: FT

Are you eager to make your next move in your events career?

Do you want a role within a fun team that offers variety from day to day? This isn't just 9-5...

Would you enjoy problem solving with clients in our award-winning stunning venue?

If so we have a fantastic opportunity to join our operations team in YEC

About the role:

The Yorkshire Event Centre is a major venue in the region, consisting of 6,500m² of contemporary event space for exhibitions, conferences, dinners and sporting events. We also have 250 acres of external space ideal to film location shoots, concerts and team building events.

Key Areas: (If applicable and we need to further explain parts of the role)

You will support clients in every aspect of running events from:

- Planning in the build up to events
- Preparing the venue,
- Ensuring the event runs smoothly and safely
- And assisting in all aspects of event breakdown.

Roughly 30% of the role is desk based with 70% working around the venue – this is a physically demanding role.

About you (key parts of person spec)

We are looking for someone who:

- Is a confident, practical team player
- Has excellent communication and problem-solving skills
- Has experience of venue management, and all aspects of event production and managing contractors on site.

This role will suit you if you enjoy organising events and the buzz of staging live events. Flexibility is required as the hours include evening and weekend work.

Why apply:

Aside from getting to work as part of a first-class team in our fantastic venue, we also offer the following benefits to all our staff:

- Free onsite parking
- 26 plus bank holidays or 34 days holiday including bank holiday
- Generous pension
- Subsidised private healthcare scheme

- Free Life assurance of 4x annual salary
- 24/7 access to an Employee Assistance programme and a GP helpline
- 15% discount in Fodder, our farm shop

How to apply

If you like the sound of the role and want to join our YEC team send your CV and covering letter to recruitment@yas.co.uk

If you'd like to find out more info head over to our website to check us out or speak to Richard Moorhouse Venue Manager YEC on 01423 546265.