

HR Manager (4-6 hours per week)

Are you great at organising, do you like working with people and would you like to contribute to the My Little Pony community? Do you want to gain experience in planning and management? Then apply to this role and become a part of the Hearth's Warming Con staff!

As Human Resource Manager you are responsible for the management, direction and well-being of the volunteers at Hearth's Warming Con. Your tasks will include recruiting the volunteers, keeping them motivated and ensuring they have the necessary information to perform their roles as volunteers. Importantly, you will be coordinating with the Committee on how many volunteers are required for each team along with making the work schedules for the volunteers. For this position good communication and organisational skills are required. In addition, being able to speak and write in Dutch is a plus.

Required/Desirable Skills

- Experience as volunteer or with managing volunteers/teams.
- Passion for planning and making schedules.
- Fluent in English and Dutch, both spoken and written.
- Proactive and resourceful team player.
- Good communication skills.
- Preferably have experience in organising events.

Rewards

- Event planning experience
- Free access to the convention
- Free staffer T-shirt
- Free meals during the convention
- New friends and fun experiences!
- Something to add to your CV

Do you want to apply for this position? Please send us your resume and cover letter to: Diederik van der Heijden; d.vanderheijden@hwcon.nl Questions are also welcome!