

Show Guest Manager (4-6 hours per week)

Are you good at organising, do you have excellent communication and people skills and would you like to contribute to the My Little Pony community? Do you want to gain experience in planning and managing contacts? Then apply to this role and become a part of the Hearth's Warming Con staff!

As Show Guest Manager, you will be in charge of finding suitable candidates to fill the show guest roster, keeping correspondence with show guests, plan travel and accommodation as well as making sure they have a good time at the convention. For this role it is important to keep a professional conduct, liaise between organisers and show guests and be attentive to the needs of the show guests. The Show Guest Manager will be working closely with the Event Managers to coordinate between show guests and their related events.

Required/Desirable Skills

- Experience as a volunteer or in services.
- Fluent in English, both spoken and written.
- Proactive and reliable 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!