**Event Operations Manager – 6 months**

Fulltime 35 hours per week, normally 9 am to 5 pm, or 10 am – 6 pm

Flexible office/homework is available

Overtime Evenings & Weekends as and when required

Payscale: £186.32 per day (PO5 – spinal point 42. £48,576 pro-rata)

Applications close: 09/08/21, Interviews from 11/08/21

The Contract starts 06/09/21, and the Contract ends: 06/03/22 (subject to extension)

This is a unique opportunity to work with a vibrant events service in outdoor parks, open spaces, and highways in unique and diverse settings. From the River Thames, down to Brixton, Clapham and Streatham, Lambeth is London at its most vibrant – home to a community of richly diverse cultures with buzzing town centres and an expansive 64 parks and open spaces.

EventLambeth is responsible for nurturing, growing and promoting the entire events industry across the borough. Our goal is to bring more lucrative cultural events to Lambeth and inspire and empower smaller enterprises to create sustainable community events. We also create and produce in-house and commissioned events. This cultural service has become unique in the Council. It operates as a profitable service, providing professional event management, strategic event logistics and event production, and creative and cultural programming.

We are seeking a highly experienced senior Event Operations Manager professional to join us. The role will be to work with event organisers hiring parks, open spaces and highways across the borough to ensure the safe and successful delivery of over 250 various public events and festivals. It will also assist with delivering the Events Strategy and development of the service regarding park licenses, concession event contracts, marketing events, community events funding and support.

You will have solid knowledge and proven experience in major public events, stakeholder presentations, community engagement on major public events, outdoor event management, event technical production, digital marketing, event space, and venue sales. This role seeks a candidate with vision, ability to multi-task, staff supervision of a small team and an understanding of the outdoor events and festivals industries.

The role is a temporary position whilst permanent recruitment of the post is in process. It will report directly to the Head of Events & Filming. The successful candidate will have an opportunity to apply for the permanent position when available. Required to work weekends and evenings and be part of an on-call rota for which overtime is payable.

**EventLambeth, London Borough of Lambeth. Lambeth Civic Centre. 6 Brixton Hill, London SW2 1EG**

**Useful Information about us:**

[Lambeth Events Strategy 2021-2025](https://eventlambeth.co.uk/wp-content/uploads/2020/09/Lambeth-Events-Strategy-2020.2025.pdf)

[Lambeth Events Policy 2021-2025](https://eventlambeth.co.uk/wp-content/uploads/2020/08/20200825-Lambeth-Events-Policy-2020.2025_compressed.pdf)

[www.eventlambeth.co.uk](http://www.eventlambeth.co.uk)

<https://beta.lambeth.gov.uk/your-community/facts-figures>

            