

LEVEL 3

Events Assistant Apprenticeship

The Apprentice will study:

Locate event space and venues

Assist with creative design

Manage and create guest lists and schedules

Enhance event promotion

Monitor and log bookings and payments

Assist with logistics and vendors

Set up/test event equipment

Employer benefits:

Are you looking to grow your events team? Apprenticeships are the way to go!

As your training partner, we'll get to know your company and design an apprenticeship programme to be tailored to your team. Here's just some of what you'll get by partnering with us:

- Free recruitment
- Existing staff can be trained
- Government funded
- Increase staff retention
- Fill skill gaps



Duration:

15 - 18 Months



Training

1-2-1 Coaching, Monthly training sessions, Regular Progress Reviews



Assessment method

Portfolio, Work Project, Professional Discussion

Talk to our team

+44 (0)117 422 4000

hello@eventsapprenticeships.co.uk

www.eventsapprenticeships.co.uk

