



VENUE MANAGER AT GLOBAL FASHION AGENDA & COPENHAGEN FASHION SUMMIT

Global Fashion Agenda is looking for an experienced Venue Manager to join our production team. The role offer is a 4 month contract (full-time) and begins 1 February 2019.

The production team at Global Fashion Agenda is responsible for the overall execution of our flagship event *Copenhagen Fashion Summit*, the world's leading business event on sustainability in fashion. The event requires dedicated planning, coordination and handling - and this is where we need your expertise. As a complex event schedule with many moving parts, you will help ensure that Copenhagen Fashion Summit 2019 (Global Fashion Agenda's 10 year anniversary event) will be our most incredible production to date.

Primary responsibilities

- Full logistics + operations oversight for the Summit venue (DR Concert Hall): floorplan development, get-in + get-out schedules, event contractor management, power + lighting, exhibitor logistics and budget management
- Lead on the planning of onsite set build and install (including break down)
- Onsite production team management during event days
- Assist with client handling to realise perfect pre-planned spaces within the Summit venue

This role should not only appeal to your passion for incredible event production, but also to your interest in global initiatives within sustainability in the fashion industry. Expect hands-on project ownership of the planning and execution processes along with a lot of fun in a passionate team.

You...

- have the proven ability to think independently and handle multiple projects through to completion
- experience in events production/logistics management
- are outgoing, have a high-spirited work attitude and embrace challenges with a positive mind
- have a record of successfully collaborating with a variety of different event stakeholders + peers
- can adapt to different work situations and are willing to work flexible hours
- possess strong English communication skills, both written and spoken
- care about sustainability as a successful business driver

About Global Fashion Agenda

Global Fashion Agenda is the foremost leadership forum for industry collaboration on fashion sustainability. Anchored around the world's leading business event on sustainability in fashion, Copenhagen Fashion Summit, Global Fashion Agenda advances a year-round mission to mobilise the global fashion system to change the way we produce, market and consume fashion, *for a world beyond next season*. A non-profit organisation, Global Fashion Agenda collaborates with a group of Strategic Partners including Kering, H&M, Target, BESTSELLER, Li & Fung and Sustainable Apparel Coalition to spearhead the fashion industry's journey towards a more sustainable future.

How to apply

Apply by sending an application along with your CV to Production Manager Casper Strande Thomassen at casper@globalfashionagenda.com. Application deadline is Friday 30 November 2018 with interviews being conducted the following weeks.

We expect this role to be shaped further by your own skillset: salary will be set depending on experience as a monthly wage during the contracted role period.