

A FANTASTIC OPPORTUNITY TO JOIN THE TEAM AT THE FABULOUS

LOVE LANE BREWERY

Job Title: Event Executive



Love Lane Brewery is based in the heart of Liverpool's Baltic Triangle, voted the "coolest" district in the UK. In 2016, we began the transformation of our Liverpool base, renovating an old rubber factory into a Brewery. Our family of beers and gins are all made under one roof.

As well as a fantastic Brewery bar in a unique venue, we have superb event space for parties, conferences, and weddings. With the backdrop of our brewery, exposed brick walls and feature ceiling beams, Love Lane Brewery Bar and Kitchen is a thriving destination as well as an irresistibly unique events venue.

We also offer unique brewery-based experiences such as Brewery Tours, A Brewing Academy and Cocktail Classes.

We are looking for a dynamic Event Executive to join our fantastic team.

What we're looking for:

We are looking for an experienced Event Executive to help us secure, plan, manage and deliver meetings, conferences, drinks receptions, parties, weddings, brewery tours etc.

We are looking for an enthusiastic hard-working person to provide support and assistance to the company, manage exciting events and take the lead on the safe planning, management and delivery of high-profile functions here at Love Lane.

You should take pride in customer service and dealing with customers about their event and experiences enquiries.

You will be assigned to ensure the effectiveness and smooth running of the events and experiences.

Your job will involve the planning, client liaison and on-site management of each event (With help from the team), taking charge of the successful daily operation of the event and working with management to suggest, implement and maintain on-site policies and practices, whilst handling all the main logistical elements involved as part of the event management process.

End to End Project Management

Responsible for planning, organization, management, and delivery of event operations

Lead the organisation and delivery of logistics, operations, briefing and deploying staff, equipment, signage, catering etc

Working closely with clients and senior management to ensure services are consistent

Ensure all operations are delivered safely, in a timely manner, with care to standards of presentation and staff welfare

Prepare event Management plans, briefing packs and risk assessments

Face to Face meetings and site inspections with clients

This is a great opportunity to make this job your own and the potential to lead on the events side of the business.

What we offer you.....

A structured induction and supportive operations team and the opportunity to work within an independently owned venue where you have a voice and the opportunity to drive the business forward.

A very competitive salary. (Details on application).

Please contact Emma Bellis Ferreira at Love Lane Brewery, Bar and Kitchen on emmab@lovelanebrewing.com with your CV and a covering letter saying why you are interested in the job and an overview of what experience you have in the industry.