

Internship in Sydney – Event Management & B2B Business Development Intern (Internal Recruitment)

October 25, 2018 - Australiance, business development, international, internship



WE ARE HIRING

**EVENT MANAGEMENT
&
B2B BUSINESS DEVELOPMENT INTERN**

INTERNAL POSITION FOR AUSTRALIANCE

6-MONTH INTERNSHIP


AUSTRALIANCE

Duration: 6 months Start date: January 2019

1. Company Description:

Australiance is a Sydney-based start-up founded in 2010 with four activities:

- Consulting solutions for international companies interested to start or grow their footprint in Australia
- Recruitment services for companies based in Australia looking for interns or permanent positions
- A one-stop-shop for international professionals willing to start or continue their career in Australia
- Organization of startup networking events (StartupAndAngels.com) and B2B conference (B2BRocks.co/Sydney)

We are looking for an outstanding and experienced intern majoring in Marketing, Communication or Event Management to manage the organization of our B2B events series in the APAC region, as well as supporting our B2B Business Development.

2. Role – Missions:

Reporting to the founder and CEO and supported by a small team to manage, you are in charge of organizing the events for our community in the B2B space (series of B2B Rocks and Start-up & Angels) and supporting the growth in the B2B consulting activities.

With the guidance and assistance of the management, your key missions are:

- Organize the next edition of B2B Rocks (B2BRocks.co/Sydney), a leading B2B conference gathering B2B and SaaS startups in Sydney. You will be assisted by another intern. As event manager, you will be in charge of managing existing partners, identifying and confirming new sponsors & speakers, managing the communication and media relationships, building & following up the event budgets, as well as orchestrating the operational day to day organization with all stakeholders (including attendees).
- Organize several editions of Startup & Angels series in the APAC region (StartupAndAngels.com) by finding new speakers, sponsors and partners while driving attendee traffic with strong communication plan.
- Support the B2B Business Development of Australiance by identifying new prospects, assisting the management in building proposals and as required support the implementation of consulting solutions for these clients.

3. Student profile:

- You are currently studying in a business or communication/event management school/university and want to perform an internship in Sydney. You must have full right to live and work in Australia (WHV)
- You have a first successful professional experience and you have acquired academic knowledge in event organization, communication and B2B business development, and want to apply what you learned during an internship in a dynamic start-up.

4. Key requirements:

You have a can-do attitude, combining strategic thinking and hands on approach.

You have a strong business acumen and ability to work in a fast-paced environment, feeling comfortable with interacting with people at any level.

You are a fast learner and proactive in your work.

You are a self-driven, autonomous, curious and energetic student with strong stakeholder management and communication skills and a first experience in project and people management.

You also have fluent writing and speaking level in at least French and English and excellent project management skills.

Languages: English: Fluent - French/Spanish/Italian/German: a strong plus.

IT: Office suite, MailChimp, WordPress, Facebook, LinkedIn, Twitter. Skills in SEO, Adobe Creative Suite (Photoshop) and iMovie (or alternate video production software)

5. Duration: up to 6 months, full time

6. Location: Sydney, CBD

It is a non-paid internship, but benefits are provided: a contribution to **expenses of AUD250 per month**, invitations to business events and regular team drinks!

7. How to apply:

1. Fill in our **online application form** and precise the job reference “**Event Management & B2B Business Development Intern**”.
2. We will then review your resume and cover letter and assess it against other applicants.
3. If you are shortlisted, you will be asked to demonstrate your skills and motivations for the role through a short case study.
4. We will contact you to set up a face-to-face (or Skype) interview. You will present your case study during this interview.

5. If successful, we will liaise with your school/university to sign an internship agreement.
6. We will assist you to come to Sydney so you can experience the services we offer to young professionals.

[APPLY NOW !](#)