



LOS Ceremonies Assistant - CERE Green Projects

Job information

UEFA EURO 2020 Project: Ceremonies

Job title: LOS Ceremonies Assistant

Hierarchy level: Assistant

Full/part-time (%): 100%

Start date: 01/04/2020

End date: 01/07/2020

Project mission

Ceremonies (CERE) aims to provide a compelling experience, great souvenirs and amazing images to all target groups in the UEFA EURO 2020 stadiums and for television viewers worldwide.

Key responsibilities

Communication and cooperation

- Help UEFA identify local talents for Entertainment activities
- Liaise with local team and local production agency
- Support UEFA when required
- Regular reporting in accordance with UEFA EURO 2020 requirements

CERE workforce responsibilities

- Prepare the documentation used for the Entertainment volunteers training
- Participate in the volunteers training
- Monitor the activity of the volunteers and report any issues to the volunteer manager

Event-time responsibilities

- Provide correct accreditation devices to production agency staff, performers and Entertainment teams
- Store, maintain and manage the Entertainment equipment
- Deliver the different Entertainment activities on MD in collaboration with local production agencies, MHB Project, Technical Services & Overlay and Match Director

Administration

- Define the split of responsibilities and produce shift plans for all persons involved in the Entertainment project

Profile of successful candidate

Must-have requirements

- Full professional proficiency in English (both oral and written) and in the local language of the venue.
- Previous experience in event management (ideally football, sporting events or concerts)
- Able to work in stressful situations

Additional requirements

- Passion for football is a plus



Background information and requirements regarding the cooperation between the LOS and UEFA as well as general rules of conduct

- These topics will be formalized in the cooperation agreement which will be signed between UEFA and each LOS
- Several points will be covered, such as general rules of conduct (e.g. as a representative of UEFA EURO 2020, the candidate needs to embrace UEFA's values such as respect and integrity) or requirements regarding project reporting (e.g. the candidate needs to comply with general guidelines in accordance with UEFA's programme management approach)

Applications must be submitted to: cristina.toma@euro2020.com. The application file must contain: a CV in English, EUROPASS format, a passport photo of the candidate as well and a motivation letter. Applications must be submitted by **15th January 2020**.