

## JOB OFFER – EVENT INTERN

<b>Team</b>	Campaigns & Events
<b>Reporting line</b>	Event Manager Italy
<b>Localisation</b>	Milan (Italy)
<b>Type of contract</b>	Internship
<b>Duration</b>	6 months
<b>Start date</b>	1 <sup>st</sup> October 2023

Carmignac is a financial asset management company, founded in 1989. Our values are at the heart of our identity and define our daily behavior: Independence, Team spirit, Courage, Responsibility. We are actively committed partners to our clients, transparent about our investment decisions, and always assuming our responsibilities.

With capital entirely held by its employees, Carmignac is one of the European leaders in asset management and operates from 7 different offices. Today, and always, we are committed to giving the best of ourselves to actively manage our clients' savings over the long term.

Led by the Chief Experience Officer, the Client Experience Department is comprised of the Campaigns& Events, Client Journeys & Digital, Product Strategy, Business Intelligence and Private Wealth functions. The department aims to achieve best in class experience at every touchpoint to gain customer satisfaction whilst increasing AUM and profitability. The department is comprised of over 60 employees across 6 Carmignac offices.

Within this department, the Campaigns & Events team are in charge the Campaigns, Events, Partnerships and Fund content delivered globally.

The team leads a multi-channel approach to strategic and tactical fund campaign, adapted to global and local priorities. Throughout the year, the team organized over 250 events globally, primarily conferences, fairs, third party events and groups trips, across physical, virtual and hybrid formats.

### **Your missions :**

#### **EVENTS**

- Together with support of event managers, organization of events for Italy in collaboration with the Sales teams, the speakers, the Marketing department and the other members of the Events team.  
Event types: conferences, lunches, fairs, incentives, sponsored conferences, digital event...
- For these events: follow-up of the validation workflow (dedicated online tool), advise the distribution team, planning and on-site organization, search of venues, production of the

invitation and post-meeting messages, surveys and post-meeting reports/analysis and recommendations for improvement.

#### MARKETING

- Coordination of local marketing activity and liaise with marketing team for documentation to be given at events, funds to be promoted and share competitor's information....
- Support on local marketing activities (local content, partnerships, content formats)
- Adapt marketing collateral locally developed by the central marketing team so they are relevant for the local market
- The ideal candidate will have an interest in digital marketing: CRM system such as Salesforce and analytics to be able to monitor the event and local activity

#### **Profile:**

- Post-graduate education in Communication/Marketing.
- Fluent in Italian and English is required. French language would be a plus.
- Interpersonal skills:
  - Great sense of organization, anticipation and problem solving, reactive
  - Team spirit and ability for teamwork, commitment
  - Proactivity and excellent communication & reporting skills needed
  - Rigorous in the work, still flexible to adapt constraints and unexpected events. Being able to look the details
  - Ability to manage several events at the same time
- Experience in asset management or recognized of marketing or event management in the financial sector appreciated.

This offer interests you, please send your application (CV and cover letter) to **irecruitment@carmignac.com** with the title of your email: "Internship event".