



THRILL - Exceptional Employment

Events & Activities Coordinator - Full Time Position.

Fun Corporate Team Building, Sports, Games, Activities, Office & Outdoors Facilitator & Coordinator.

Are you an all rounder

- have an outgoing personality, enjoy dynamic events.
- love sports, activities, games
- and have an outgoing professional edge?

This role is yours.

Join a fun events & activities company THRILL.com.au and be ready to take on everything. Experience exciting, dynamic events in a team building industry where you are rewarded for showcasing your talent and skills.

Role:

- Challenging, diverse and rewarding Role with everything it takes to
- Coordinate, Facilitate and Deliver themed serious fun team building and social group events. Including: Amazing Races, Survivor, Treasure Hunts, Mini Olympics, Creative Events, Adventure Activities, Leadership Training, Community & Sports Events.
 - The role includes a degree of administration work, sales, setting up events, client liaison and relationship building.
 - Event preparation, from proposal, content development, packing, transport, set up, delivery, to evaluation and marketing for the next Thrill event.
 - Handling team building, social groups, adventure sales and enquiries via phone, email, websites and in person.
 - Lead and train other staff on events
 - Managing Office administration tasks
 - Website updates, write ups and uploading pictures.

Required:

- Confidence and the ability to deliver exceptional programs to corporate and social groups.
- Interest, understanding and promotion of corporate team building objectives.
- A flair for presentation, active work-life-balance and encouraging groups to be teams.
- Determination to be the industry best!
- Excellent telephone manner and communication skills
- Computer literate with Apple Mac, i-life and Microsoft Suites
- Excellent at liaising with suppliers, operators and client groups.
- Ability to work within an office and outdoors with a positive, professional attitude.
- Adaptive, organized and a Quick learner
- Organise equipment logistics
- Bright motivated personality, Fun personality with high professionalism.
- Integrating into a pro-active team, prepared to work flexible hours and travel.



Desirable:

- Experience in activities, team building, events management or adventure pursuits.
- Tertiary qualifications in events, marketing, office systems, human movement, leisure management, education, facilitation, teaching or similar.
- Experience in website maintenance.
- Experience in dealing with diverse groups of people.
- Experience in Coordination & Facilitation of group & team events for 10-500 people.
- Ability to develop, promote and lead new programs and a variety of locations.
- Provide a learning environment for clients to achieve.
- Photography Skills
- Accessible with own transport to West Ryde

Benefits:

- On the job training and flexibility in work hours.
- Working on exciting, diverse and motivational events.
- Working within a skilled friendly team in a growth industry.
- Meeting and conversing with diverse client groups
- Incentive rewards and financial bonuses.
- Eco Friendly Company

Salary commensurate with abilities & experience
– Negotiable Range of \$39-\$55K.

For initial enquiries...

After visiting THRILL.com.au website.

Email HR your CV including a recent photo doing, what you love best!
to info@thrill.com.au

Answers two questions in your covering letter:

- What skills & abilities will you be able to bring to Thrill to make it a terrific work environment?
- Describe your most unique & relevant experience

If you do not hear back within 2 days – call us T: 02 9630 2222

www.thrill.com.au / www.bushsports.com.au