

THRESHOLD/ WORK PLACEMENT YEAR - ACCOUNT MANAGEMENT



THRESHOLD/ WORK PLACEMENT YEAR

AT THRESHOLD WE BELIEVE THAT MORE IS IN YOU™

Our Purpose is to help people realise their potential through world class events.

We do this by:

- Supporting individuals to go beyond what they feel is possible
- Showing clients how they can fulfil their potential as responsible businesses
- Enabling charities to maximise their fundraising and supporter engagement
- **Inspiring our employees to be the best versions of themselves**

In 2021, with many hand sanitizers in place, our team navigated covid-19 regulations to successfully deliver more than 28 physical and virtual events, all over the UK, helping over 40,000 people realise what they are capable of. In the process these events raised over £13m for charity. Furthermore, we expanded our portfolio with the acquisition of the awarding winning Endure24 running series.

We're offering students completing a sandwich course degree qualification a work experience placement in our team.

If you are interested then read on for a quick snapshot of what life is like here and we'll take it from there...

THRESHOLD/



THRESHOLD/ WHAT THE PLACEMENT INVOLVES

At Threshold, all departments are closely interlinked and so you will learn from every member of the team to get the most out of your time with us. You will experience the full cycle of a fast-paced events company, from the planning stages through to event delivery and will be exposed to a variety of activities across the business.

In the AM Department, we'll be asking you to support our Sponsors and Partners team, the Client Events team and our Office Manager by doing tasks such as these:

- Building relationships with our world-renowned brands and clients, such as Macmillan Cancer Support, Vodafone and HEINEKEN, to name a few
- Following up on client meetings and calls with meeting notes and status reports
- Supporting with management of participants through management of registration portals, event hubs and inboxes
- Supporting with management of client's live event branding and equipment (design, production, delivery, set up)
- Researching and delivering material for client presentations and activation ideas
- Creating internal live event docs such as kit movements plans, delivery schedules, local travel info
- Checking content of deliveries are complete / correct e.g medals, merchandise, branding
- Ordering stationery, packing site boxes for info desks/ registration / tent allocation
- Delivering a best in class participant experience on live events supporting on registration desk and on other areas of the event
- Liaising with partners to ensure activations run to the highest standard of delivery
- Creating and distributing finance reports and reconciling accounts transactions
- Supporting the HR team on recruitment and administration
- Supporting the smooth running of the office and helping to plan and deliver Threshold's social events
- You will also be given your own event to plan and execute alongside the other placement students. This is the annual 3 day business trip and celebration trip in October.

It will help if you enjoy building team spirit, being energetic and enthusiastic, working with people

These skills will also be useful

- Confident in using Excel and Word
- Good communication and interpersonal skills
- Quick learner and a willingness to 'get stuck in'
- Ability to use your initiative and come up with new ideas and concepts

Don't worry if you don't fulfil every one of these criteria. We look for people with potential and a passion for what we do.

THRESHOLD/ THE PACKAGE & OTHER GREAT STUFF

EXPENSES: This is an unpaid placement; however, travel and expenses are offered. We also offer payment for time spent crewing on live events on weekends outside of work placement hours

DATES: Up to 12 month sandwich placement from August 2022

FLEXIBLE HOURS: 9-5pm with flexibility for early or late starts and remote working

WE LIKE TO KEEP PEOPLE HEALTHY

We offer all volunteers and employees:

- Opportunity to participate in Threshold Events (expenses reimbursed)
- Opportunity to take part in boot camps, Pilates, Yoga and afternoon energisers led by other Thresholdians
- Flexible time during the day to exercise or take time out
- Fruit and other treats in the office
- Tea, coffee and soft drinks in the office (and a well stocked free bar)
- Mental Health First Aid Training available

WE LIKE BEING SOCIAL

You will be expected to attend:

- Annual summer camping trip (expenses fully reimbursed)
- Annual 3-day business planning and celebration trip (expenses fully reimbursed)
- Programme of activity throughout the year from pottery painting to more active pursuits
- Welcome lunches for new starters
- Regular catch ups out of the office to put the world to rights
- Fun, welcoming and lively environment in a bright and social office

WE LIKE TO KEEP LEARNING

- Training from the best in the industry by working with an award-winning team
- Take part in internal training sessions, eg sales techniques, presentation, negotiation
- Internal mentoring opportunities, which can continue after the placement
- Networking opportunities within the industry

WE LIKE TO GIVE BACK

- Volunteering days available each year upon request

For more information, please visit our [website](#) to see what we're all about!

THRESHOLD/ HOW TO APPLY

WE WANT TO GET TO KNOW YOU

The recruitment process is a 3 parter. You are interviewing us as much as we are you and we will cover the important stuff, but also dig into the interesting stuff:

1. **The written work:** Submit an up to date CV (yours ideally) and a cover letter about why you think you would be the ideal candidate for the placement.
2. **An initial chat:** We will then want to chat in person, on Skype or on the phone to see if we think you would thrive at Threshold.
3. **The final test:** The last part of the process would be to invite you to an 'open day' with other potential interns. It will be an informal environment for us to find out a bit more about you. It's also a great opportunity for you to meet a range of the team from senior to junior levels and get an idea of the type of people we are. Make sure you come armed with questions for us too!

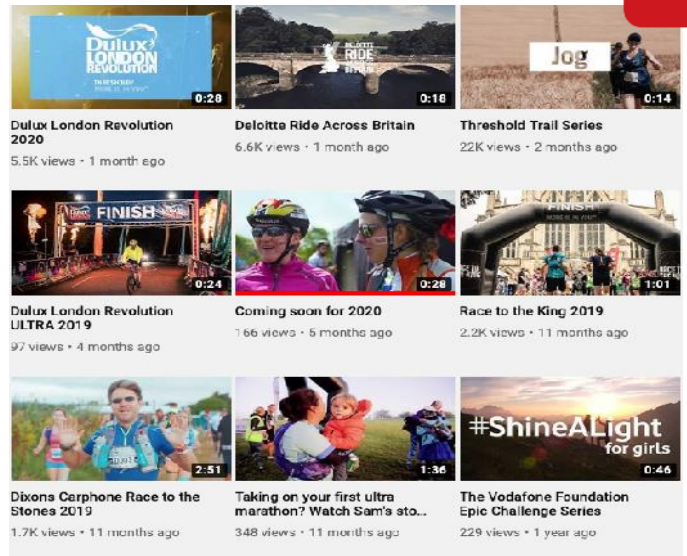
To apply: please send a CV and cover letter to careers@thresholdsports.co.uk.

THRESHOLD/ LIFE AT THRESHOLD

CLICK TO MEET THE TEAM



GET A FEEL FOR THE EVENTS



A FEW WORDS FROM OUR PAST PLACEMENT STUDENTS



“I cannot imagine doing my placement year at a different organisation! The experience you gain and the levels of responsibility you have from the start are both challenging and extremely rewarding. The Threshold culture is amazing and I have already learnt so much from the talented and friendly team here at Threshold.” - Brooke, 2020/21 placement student

Read mid- year blog [here](#)
Read end of year blog [here](#)

‘Just like any another job, the first day can always be a bit daunting, meeting lots of new faces, in a completely new environment, where you aren’t so sure on what to expect. Combine all that with a global pandemic, you can just about picture the scene of how we felt. But of course, in true Thresholdian style, we were made to feel so welcome, and a part of the family in no time.’ - Mae, 2020/21 placement student

Read mid-year blog [here](#)
Read end of year blog [here](#)

CLICK TO LEARN ABOUT THE EVENTS WE DO FOR CLIENTS

