

THRESHOLD/ WORK PLACEMENT YEAR – PARTICIPANT COMMUNICATIONS



THRESHOLD/ WORK PLACEMENT YEAR

AT THRESHOLD WE BELIEVE THAT MORE IS IN YOU™

Our Purpose is to help people realize 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 maximize their fundraising and supporter engagement
- **Inspiring our employees to be the best versions of themselves**

In 2025, our team successfully delivered more than 50 events, all over the UK and beyond helping 60,000 people realize what they are capable of. In the process, our events raised over £16m for charity.

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 participant communications team, we'll be asking you to do tasks such as these:

- Supporting the end-end participant journey through management of registration platforms, participant information hubs, sending email communications/campaigns and post-event wrap up tasks.
- Performing qualitative and quantitative data analysis from the registration platform for other departments to monitor trends and statistics.
- Monitoring the event inboxes, participant phone calls and social platforms.
- Creating participant documentation such as kit lists, training plans, event information booklets, shuttle and parking timetables etc.
- Checking content of deliveries are complete / correct e.g. medals, merchandise, branding.
- Ordering stationery, packing site boxes for info desks/ registration / tent allocation.
- Organising all live event documents.
- Delivering a best-in-class participant experience on live events supporting on registration desk and on other areas of the event.
- Supporting the HR team on administration tasks.
- Supporting the smooth running of the office and helping to plan and deliver Threshold's social events.

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

CONTRACT: This is a 12-month contract at 4 days per week. Your 4 days per week will include crewing on 12 'live event' days through the year.

PAY: £5k stipend paid in monthly instalments.

EXPENSES: Travel and expenses are offered for business activities (this does not include travel to and from the office)

DATES: From 1st August 2026 – 31st July 2027.

FLEXIBLE HOURS: 9-5pm with flexibility for early or late starts and remote working 1 day per week.

LOCATION: This role is based from our offices in central Brighton

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, treats, tea, coffee and soft drinks in the office (and a well-stocked free bar)

WE LIKE BEING SOCIAL

You will be expected to attend:

- Annual 3-day business planning and celebration trip (expenses fully reimbursed)
- Program of team building activities 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
- Full program of training delivered throughout the year from leadership and negotiation to live event management and mental health first aid
- 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

THRESHOLD/

TESTIMONIALS FROM PREVIOUS WORK PLACEMENTS

'My placement year at Threshold was a great opportunity to gain hands on experience in the world of sports events. I worked as part of the operations team and was give real responsibility from the start, helping to deliver the Macmillan Mighty Hike series across the country. I developed key skills in communication, problem solving and project management, all while working with a welcoming and supportive team from day one. It is a fast-paced environment where no two days are the same and I have learnt so much whilst having a lot of fun along the way! ' Mary 2024-25

'My year at Threshold Sports was an amazing opportunity to grow my event operations skills while working on some of the UK's most inspiring endurance events. I really valued all the responsibility that I was given from the very start - from organising logistics and suppliers to supporting event delivery on site. The team was supportive and fun to work with, making the job enjoyable across all stages of event delivery, in the office and on the event days. The role gave me the chance to learn new things, take on challenges, and travel extensively around the UK, all while working with great people. The confidence and experience I gained in my year at Threshold will definitely help me in the next step of my career.' Lauren 2024-25

'I could talk for hours about my experience, but I'll try to narrow it done into some key highlights:

- Travelled the country getting to work in 25+ cities across the UK
- Targeted, initiated and pitched to a diverse range of consumer brands at the National Running Show
- Delivered digital content, gaining 50k+views across social media
- Lead on VIK sponsorship projects
- Managed up to 10,000 participants at information points on our events
- Learnt how to drive new business through input into corporate sales strategies and future planning'

Oli 2024-25

HOW TO APPLY

WE WANT TO GET TO KNOW YOU

The recruitment process is a three 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, over video call or on the phone to see if we think you would thrive at Threshold.
3. **The final test:** The last part of the process, we would invite you to meet the members of the department in which we think you will thrive. An interview will be set up with the team, so they can get a feel for you and you can find out more about the great work they do.

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

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

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Find us on [LinkedIn](#)