



## **Commercial Intern, SweetSpot Group**

SweetSpot Group, the organisers of The Tour of Britain cycle race and other leading cycling events, have an opportunity for a talented and proactive intern to join their busy Commercial department on a paid internship

The role presents an exciting opportunity for someone looking to join a leading UK company in the sports industry, working on a wide portfolio of major cycling activities.

The position is a full-time role based at SweetSpot's Surrey offices and includes on event work, including some weekends, on events such as The Tour of Britain, Women's Tour and Tour Series.

The role is within SweetSpot's existing Commercial team and the successful candidate will be working to deliver on the goals and objectives of SweetSpot, as well as those of our commercial partners, both in the build-up to and during our events in 2018.

It is envisioned that the internship will be for a minimum of six-months (April to September 2018), although candidates looking for a year's work placement as a part of their university course are encouraged to apply.

This is an opportunity to work in a fast-paced and creative environment where a candidate will gain the experience of working as a part of the team delivering Britain's biggest professional cycle races.

Key responsibilities will include:

- Supporting the Commercial team in the partnership sales and renewal process
- Assisting the Commercial team to activate and deliver partners' rights pre, during and post events
- Participating in planning sessions and conducting vital research to help the Commercial team with prospective partnerships
- Helping to deliver activation campaigns for SweetSpot's suite of partners
- Collating documentation and information from partners that will assist the Commercial team to deliver contractual rights
- Drafting materials, including fact sheets and briefing notes
- Assisting the SweetSpot Branding Manager with planning and creation of partner branding

SweetSpot Group, Unit 1, Horizon Business Village, Weybridge, KT13 0TJ

[www.sweetspotgroup.co.uk](http://www.sweetspotgroup.co.uk)

[info@thetour.co.uk](mailto:info@thetour.co.uk)

- Working with the Technical department to plan the layout and location of the Tour Village
- On events the role will include assisting with the management of the Tour Village

**The ideal candidate:**

- Have, or be studying towards a degree or equivalent qualification, ideally in a relevant subject
- Previous experience of working in a Commercial and/or Marketing environment on sporting events, would be considered advantageous.
- A highly motivated, self-starter who is not afraid to use their initiative
- A confident and outgoing individual who is comfortable in social and business networking environments
- Strong organisational and time management skills with a high level of attention to detail very important to the role.
- Will be enthusiastic and able to work both individually and as a part of a focused team
- Confident and strong written English, with excellent grammar, spelling and accuracy
- Excellent IT skills, including knowledge of Outlook and MS Office.
- Based in or within travelling distance of SweetSpot's Surrey offices

**To apply:**

Please send your C.V along with a covering letter or email to [commercial@thetour.co.uk](mailto:commercial@thetour.co.uk) including details of your availability.