

HICKORY

Job Title: Festival Manager

Reports to: Operations Manager

As an award-winning Scottish business, Hickory has a reputation for delivering bold culinary leading-edge food and drink experiences in beautiful venues, with a focus on innovative and invigorating menus. Founded in 2012, our roots are firmly on Scottish soil. You'll find our teams creating magic at our concept kitchen in East Lothian, or in the thick of it at our Hickory HQ in Edinburgh's West End.

We're inspired by local, seasonal produce and we have the utmost respect for good, honest ingredients to showcase the best of Scotland's Larder. Working for Hickory you will join an award-winning team passionate about training, learning, and developing our future stars, innovation and leadership from within.

The person we are looking for must have a real passion for festivals, food and events. We are a friendly, decent bunch and we respect our people, places and planet. We want someone who has a real drive and enthusiasm for their job, as well as for their colleagues and the company. We always put the customer at the heart of our decisions, and never accept anything less than 5 star standards – that's the Hickory Way.

Role

- Complete cradle to grave organisation & management of a large-scale event
- Managing budgets, financial plans and controlling expenditure
- Acting as the first point of contact for all queries regarding the event, taking ownership of these queries and ensuring they are dealt with
- Extensive contact, negotiation & liaison with suppliers, venues & external events management partners
- Organisation of travel & accommodation for all attendees with Hickory team, including the preparation & management of in-depth itineraries
- Attendance at the event and acting as Event Manager ensuring that it runs smoothly
- Various other Events Management duties associated with a large-scale event
- To ensure full compliance with licensing laws, health and safety and other statutory regulations
- To confidently network to drive the business forward by promoting the brand and establishing new business opportunities
- To motivate and engage a successful team to deliver an exceptional guest experience
- Collaborate with all support central departments to share information vital to effective delivery of service provision for the events from Logistics, Bar & Marketing
- Embody the culture and values of Hickory and be a front facing ambassador at all times

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Key Deliverables

In order to be considered for this role your skills and experience should include:

- Extensive previous experience in either an Events Management or Festival Planner capacity carrying out the above - this experience is essential
- Excellent organisational, attention to detail & time management skills, with the ability to prioritise & complete a very busy workload effectively
- Excellent communication skills, both written and verbal
- Solid IT skills
- Financially strong with accuracy and ability to interpret margin management.
- Strong presentation skills to support effective communication with clients, stakeholders, and teams.
- We are seeking a minimum of 3-4 years of experience in a similar role.
- Personal License Holder is desirable
- Hold a current UK Driver's license

The salary for this role is £32-£35k, dependant on experience.

29 days holiday entitlement including an extra day of annual leave on your birthday.

Location: Dependant on festivals booked, all over Scotland.

Our main head office is Walker Street, Edinburgh.

To apply, email your CV & covering letter to jobs@hickoryfood.co.uk