

# Event manager

Apply now for the start on 01.08.2026 until 17.05.2026!



## – What we offer you

- A three-year, project-orientated apprenticeship with an optimal combination of theory and practice
- A varied and creative field of activity in the area of event planning and realisation
- An attractive income
- Working in a committed and open team
- Flexible working hours
- The prerequisite for a wide range of employment and further training opportunities after training

## – What you should bring with you

- At least a technical secondary school leaving certificate (secondary school leaving certificate)
- Creativity
- Organisational skills
- Ability to work in a team
- Communication skills
- Flexibility

## – This is how the training programme works

The three-year training programme takes place at the Bocholt city administration and may be rounded off with internships at external media companies. The specialised theoretical training (vocational school) takes place once or twice a week at the [Hansa-Berufskolleg](#) [↗](#) in Münster.

Activities:

- Organising cultural events
- Advising, informing and looking after customers
- Developing marketing and event concepts

- Presentation of results
- Drawing up cost and profit plans
- Designing schedules and production plans
- Coordinating all work, departments, companies and participants involved in an event
- Monitoring legal regulations
- Designing organisational procedures and administrative processes
- Consideration of personnel management processes

## — Possible areas of employment after training

- Concert organisers, artist or event agencies
- Organisers of congresses, conventions and conferences
- Municipal administration and authorities

## — Testimonials

[Field report from Henrike](#)

## I will be happy to answer any further questions



### **Inka Wallkötter**

**Personalentwicklung und -marketing**

**Organisation und Personal**



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## Interested in an internship?

You can find out more [here](#).

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## Further information:



## Training allowance ►



## Fairs & Events ►



## Joint actions ►



## Selection procedure at a glance ►

