



COMMUNICATION & RIDERS COORDINATOR

E-BIKE WORLD TOUR

Based near Lausanne (Switzerland) E-Bike World Tour owns and manages the Verbier E-Bike Festival and newly added festivals in Austria and France.

E-Bike World Tour (EBWT)

The E-Bike World Tour is the series of 3 e-bike festivals organized in Austria, France and Switzerland, combining a big exhibition of bike brands, spectacular tours and activities for amateurs and an epic elite stage race. It also acts as an accelerator for summer tourism development in host destinations.

Verbier E-Bike Festival (VEBF)

The Verbier E-Bike Festival was launched in 2019 with the aim to become the largest European E-MTB festival. It's a mass event, accessible to all who want to discover and ride an E-Bike in the most attractive formats: bikes tests, discovery tours, adventure races, kids zone, ... The whole industry of e-MTB is represented and participating in the 4 days of E-bike Tests, animations, and a sportive challenge as their professional teams are invited to participate in an exclusive 3-days race, the E-Tour du Mont-Blanc.

CONTRACT – Communication & Athlete's Coordinator

We are seeking an intern, whose mission will be to assist the E-Bike World Tour event management and communications team in various area (see details below), taking part in the following missions, split in 3 phases : before / during / after the event.

This position requires a polyvalent profile.

1 - COMMUNICATIONS

Digital Communication

- Taking care of EBWT and VEBF social media channels (post,reply to enquiries ...)
- Engaging with mountain biking and e-biking communities online (Strava club, FB groups, other event pages...)
- Website:
 - Coordination of all content uploads on EBWT website
 - Coordination of all content updates on VEBF's website
- Event guide production

On-site Communication

- Coordination of local communication towards winter tourists
- Support to the communication manager for the launch event in Verbier (March 22)
- Coordination of all local / regional communication strategy (bannering design and production)
- Coordination and presence on the various promotion events (e.g: Bike Days, BEA, Salon du vélo électrique, etc.)

2 – RIDER'S COORDINATION

- Contact list creation and follow up with potential participants to EBWT elite races
- Share elite race information and reply to enquiries with teams and bike brands
- Coordination of riders' accreditation at elite races
- Management of "riders' lounge" at elite races
- Management of feedback surveys

3 – EVENT MANAGEMENT

- Support the EBWT event manager on the update of documents
- Support the event management team with EN/FRA translations
- Follow up with NFs and UCI about calendar registration

Personal Profile and mindset

- Student/Graduate or University Degree in Business or Sports / Project Management
- Fluent in PM software / tools is a plus
- Fluent English & French (both spoken and written). German is a plus

- Experiences at events (ideally on an international basis) are an asset
- Open-minded, diplomatic, rigorous and pro-active
- Remains composed under pressure
- Able to work well in a small team, meaning to take responsibility and be autonomous & flexible
- Interest / understandings in Outdoor Sports in a plus
- Willing to work intensively, ever but especially during the last month before the event
- Recognizes and accepts that during events the demands can be 24x7
- Valid driving licence

Compensation

- Base salary: CHF 1000.- /month
- VIK (depending on partners)
- Flexible working schedule
- Travel and phone costs covered
- Work in a unique, entrepreneurial and creative environment where everyone makes a real difference.

Duration:

- from January to August 30th 2022
- Possibility to continue in case of global satisfaction - behavior & results – and company's development.

Applications should be sent to jobs@freerideworldtour.com