

STYLISH EVENTS

Wedding and Event Management

Internships at Stylish Events

Internships (or work experience) is offered to one candidate at a time and can last 3 or 4 months. Places are limited and fill up very fast.

There is no cost involved to the candidate and you will not be paid for working. However, Dominique will cover your London travel to and from her office and when you are with her and a light lunch each day.

Candidates are asked to send their CV to Dominique at ddstylishevents@aol.com, with a covering email letting her know when you are free to do your work experience.

Frequently Asked Questions

Do I have to be studying Event Planning at University?

No. Many interns are studying already at University, but this is not a requirement for the work experience. You must be interested in the job, hard-working and enthusiastic to learn.

Will there be an interview?

Perhaps. Sometimes we are over-subscribed so Dominique may have to conduct interviews. You will be told this when we confirm receipt of your application.

How long is the internship?

You will either work of 3 or 4 months, depending on your availability.

How many days a week will I work?

Dominique is very flexible on which days you can work but it must be for a minimum of three days per week.

What are the normal working hours?

Your normal working hours will be 12.00 p.m. to 5.00 p.m.

On certain days you may be required to start earlier or finish later, such as if we have meetings outside of the office at venues or with clients. You will always have notice of when these days will be.

Where will I be working?

Our office is in Canary Wharf, London E14. The nearest Tube is Canary Wharf on the Jubilee Line or the DLR.

As Dominique works from home you need to know that she has a very friendly and loving golden retriever, Barkley, who will be with there all the time, mostly resting after his walk in the morning.

What will I be doing?

You will be assisting Dominique to organise and plan weddings and events, which could include anything from attending meetings with clients, viewing venues, preparing reports and budgets, drafting letters and emails, designing table plans and other printed materials, telephone inquiries and general office work.

It will be very hands on and you will receive lots of training and experience in organising events.

What is the Dress Code?

When you are working at the office it is casual dress code. Barkley does shed, so expect hair on black clothes! When you are out at viewings or with clients it will be smart business.

Do you cover Travel Expenses?

Yes. Dominique will pay your **London** travel expenses to and from the office and any travel costs to attend meetings with her. You will be given an Oyster card for your use whilst you are on work experience.

Will I be paid?

No, work experience is unpaid.

Is there a charge to do work experience with you?

No – it should not cost you any money to work with Dominique. There are no charges or costs involved.

What will I get at the end of my Internship?

At the end of your internship/work experience Dominique will provide you with a Reference and a Certificate which will hopefully help you get a head start in finding a full time job in event planning.

How do I apply?

Send your CV and a covering email to ddstylisherevents@aol.com, letting Dominique know when you are available for work experience.