

Marketing Assistant

Gap Year Placement



LOCATION

Position is based in our Wimbledon Headquarters

LENGTH OF CONTRACT

Full-time, 12-Month Fixed Term Contract

ROLE OVERVIEW

Are you a university student looking to gain hands-on experience during your gap year? Do you want to be part of a dynamic, ambitious team that creates world-class events? Nineteen Group is offering an exciting opportunity to join us as a Marketing Assistant on a paid 12-month work placement.

As a Marketing Assistant, you'll support the delivery of creative marketing campaigns that drive event registrations, grow community engagement, and elevate brand visibility. You'll gain valuable experience in digital marketing, social media, content creation, and campaign execution across a portfolio of impactful B2B events.

KEY RESPONSIBILITIES

Campaign & Marketing Support

- Support multi-channel marketing campaigns that drive audience acquisition and engagement
- Collaborate with Sales, Marketing, and Operations teams to prepare for trade shows
- Conduct and support market research aligned with business goals
- Provide additional support as needed by the wider team

Content & Social Media

- Manage social media channels, including content creation, scheduling, and community engagement
- Develop marketing content including graphics, videos, animations, social posts, and product releases
- Update event websites and ensure content remains accurate, engaging, and up to date

Stakeholder & Exhibitor Management

- Assist with stakeholder management, including coordinating with speakers and marketing operations
- Support exhibitor marketing campaigns through email and phone communications to drive engagement and tool adoption

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Data & Administration

- Manage exhibitor lists, online tools, event guides, and related event data
- Build and maintain marketing databases and community contact lists

Customer Support

- Handle customer enquiries and provide support via phone and email

WHO WE'RE LOOKING FOR

- A university student on a placement/gap year, ideally studying Marketing, Business, Events, or Media
- A proactive self-starter with strong organisational skills and a desire to learn
- An excellent communicator who enjoys working with people
- A creative thinker who's confident using social media and digital platforms
- Able to manage multiple priorities in a fast-paced environment
- Energetic, fun, and ready to be part of a close-knit team that makes a real impact

WHAT YOU'LL GET

- A paid 12-month placement with a leading global events company
- Real marketing responsibilities from day one
- Mentoring from experienced marketing professionals
- A buzzing and friendly office in Wimbledon
- Opportunity to contribute to high-profile events
- A great foundation for a career in marketing or events. Many previous placement students have come back to join us full-time!

HOW TO APPLY

Ready to launch your marketing career with a company that's growing fast and making an impact?

Please send your CV and a brief cover letter explaining why you're the right fit for the role to Maggie Law (mlaw@nineteengroup.com)

COMPANY OVERVIEW

Nineteen Group is a fast-growing events and media business backed by Phoenix Equity Partners, serving vital sectors including security, fire safety, emergency services, retail technology, health and safety, construction, manufacturing, and more.

We build vibrant industry communities through world-class events and media, creating spaces where ideas are shared, relationships are formed, and practical solutions shape the future.

Headquartered in Wimbledon, London, with offices across the USA, Hong Kong, and Singapore, Nineteen is powered by a passionate global team. Our people live our KADI values - Kind, Agile, Driven, and Inclusive - because we're a culture-first organisation that puts our people first; we just happen to do great events too.

Nineteen embraces diversity and equal opportunity and is committed to building teams that represent a variety of backgrounds, perspectives and skills.

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EQUAL OPPORTUNITIES

Inclusivity is at the heart of everything we do at Nineteen, and that requires a diverse team of great colleagues who feel they have a clear place with us, supporting us all to grow. The more inclusive our employees feel, the better we feel and the quicker we all develop. We are keen to meet people with varied backgrounds and experiences.