



Staff Brief: Show Assistant - UK Black Business Show

Location: Platinum Suite + Halls S10-S12

About the Role:

Before the crowds arrive, before the stages light up, someone has to turn empty exhibition halls into a fully-fledged show, and that's where you come in. As a Show Assistant, you'll be part of the crew that builds UK Black Business Show from the ground up working at pace alongside a team that gets things done.

This is hands-on, high-energy work for people who like to see quick, visible results and enjoy being part of something bigger than themselves. You'll be everywhere at once: moving kit, prepping spaces, solving problems as they crop up, and watching the show take shape around you in real time.

Responsibilities:

- Get stuck into general show set-up across Halls S10-S12 on build day, from moving equipment to prepping spaces for what's to come
- Support the Operations Team with a constantly shifting mix of hands-on tasks, no day is ever the same
- Stay light on your feet and ready to switch priorities as the build schedule moves fast around you
- Help run final readiness checks so every space is polished and guest-ready before doors open
- Work shoulder to shoulder with suppliers, contractors and the wider team to keep the build on track and on time

What You'll Gain:

- Experience working at a large-scale show
- Access to the UKBBS After-Party
- A reference for future work
- A UKBBS code to invite friends/family (once confirmed)