



Staff Brief: Welcomer / Host - UK Black Business Week & Show

Location: Various / Registration

About the Role:

Picture this: the doors open, the energy is electric, and thousands of Black entrepreneurs, professionals and business icons are about to walk through them for one of the UK's biggest celebrations of Black business and enterprise. You're the first person they see. As a Welcomer / Host, you're not just pointing people in the right direction, you're setting the tone for their entire UK Black Business Week & Show experience with your smile, your energy and your warmth.

This is a role for people-people. If you light up a room, love striking up conversation with strangers, and want to be right at the centre of the buzz from the moment doors open, this is your stage. You'll move between welcoming guests, guiding them through registration, and jumping into the theatre team once things settle, so no two hours will feel the same.

Responsibilities:

- Be the first burst of energy every guest feels as they step through the door, making sure their very first impression of UK Black Business Week & Show is a brilliant one
- Guide guests smoothly through registration and check-in, keeping the queue moving with a smile
- Confidently point guests toward the right theatre, exhibition floor or facility, like a friendly local who knows the venue inside out
- Once the welcome rush settles, join the theatre team and stay part of the live-session action
- Be the approachable, ever-visible face guests know they can turn to for anything, directions, questions, or just a friendly word
- Carry the spirit of UK Black Business Week & Show in everything you do, professional, proud and full of energy

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)