



## People Management

*Become part of the SKInnovation team // 10 hours per week in summer with 20-30h from October on Innsbruck/hybrid*

The SKInnovation team is looking for new team members. Are you interested to join Europe's largest startup conference on skis? Then this is for you. We are looking for a People Manager to take ownership of our participant experience, speaker coordination, and team development. If you're passionate about event management and the startup scene, we'd love to hear from you.

This position is best suited for someone who is flexible with their working hours and wants to gain hands on experience in event and workforce management.

### Your tasks

- Manage ticketing operations and participant communication for up to 1,000 attendees
- Run the participant support inbox and oversee accreditation and check-in on-site
- Coordinate event logistics such as shuttles, pick-up points, and hotel partnerships
- Act as the main point of contact for 50+ speakers, from initial outreach to on-site support
- Organise speaker hospitality including travel, accommodation, and scheduling
- Support HR tasks including recruitment, onboarding, and training of interns
- Conduct regular feedback sessions and support team development
- Assist the CEO with administrative tasks
- Serve as the central liaison between all departments for cross-functional coordination

### Your profile

- Strong interest in the startup ecosystem and event management
- Natural communicator who enjoys working with diverse stakeholders and makes people feel welcome and well taken care of
- Very well organised, structured, and reliable
- Solution-oriented mindset with a hands-on attitude
- Ability to work independently and take responsibility
- Comfortable switching between on-site and remote work
- Confident communication in English and German

### What we offer

- 10 hours per week in summer, increasing to 20-30h hours from October onwards
- A young and dynamic team with a startup spirit and great passion for the event
- Flexibility within your working schedule

#### About SKInnovation:

SKInnovation is a startup and innovation conference, held directly on the ski slopes. It takes place every year in March in Innsbruck, Austria. All 1000 participants are on skis or snowboards, talks from our speakers take place

in mountain huts, and startup pitches happen on the ski lifts. A key focus this year is further professionalizing and developing the event. We are working with several major players from the Tyrolean (startup) scene to achieve this. More information about the event can be found on our website <https://skinnovation.at/>.

**Interested?**

Fill out our application form via this link:

<https://forms.monday.com/forms/683e86e425c002874dc5619de53c05bc?r=euc1>

If you have any further questions, feel free to reach out to our founder Kathrin ([kathrin@skinnovation.io](mailto:kathrin@skinnovation.io))