



GOODWOOD

The Role

The **Creative Services Intern** will help to deliver creative solutions to the Commercial team in order to secure new business and current partnership contract renewals. They will report to the Commercial Manager.

About us

At Goodwood, we celebrate our 300-year history as a quintessentially English Estate in modern and authentic ways, delivering extraordinary and engaging experiences. Our setting, 12,000 acres of West Sussex countryside, and our story both play significant roles in Goodwood's success. What really sets us apart is our people. It is their passion, enthusiasm and belief in the many things we do that makes us the unique, luxury brand we are.

Passionate People

It takes a certain sort of person to flourish in such a fast-paced, multi-dimensional environment as Goodwood. We look for talented, self-motivated and enthusiastic individuals who will be able to share our passion for providing the “**world's leading luxury experience.**”

Our Values

The Real Thing

Always inspired by Goodwood's heritage

Derring-Do

Daring to surprise and delight

Obsession for Perfection

Striving to do things *even* better

Sheer Love of Life

Sharing our infectious enthusiasm

Purpose of the role

This role is responsible for supporting every stage of the creative process for potential and current Goodwood partners. This role sits within the Creative Services Team where proposals are generated for the whole of the Goodwood Estate. Initially you will begin with simple one-page proposals and with support, progress onto full sponsorship pitches with rights schedules and margin analyses. In addition, you will be required to carry out supportive tasks for the Creative and Sponsorship Sales teams. You will work closely with other stakeholders, including the Goodwood Partnership Team and Sponsorship Sales teams, keeping them updated on the creative process.

The Creative Services team is responsible for generating unique commercial ideas to drive revenue into the business. Members of the team work collaboratively to develop conceptual ideas designed to stand apart from our competitors.

Key responsibilities

- Develop Commercial proposals.
- Support the Creative team with proposals and pitch materials in order drive commercial return into the business.
- Work with the team to develop concepts, driving innovation across the events including the creation of new assets.
- Develop expressive, innovative commercial ideas for new and existing partnerships.
- Organise creative meetings with key stake holders and manage all support materials.
- Assist with the recording and monitoring of revenue targets and pipeline activity.
- Research current sponsorship trends and have a full knowledge of the market.
- Ensure all key stake holders have up to date information on all new partnerships and active conversations.
- Work closely with our external creative studios, artists and graphic designers to deliver high quality art work.
- Manage our external suppliers including printers, graphic designers and artists.
- Organise and manage all graphics and image library.
- Manage the production of the pitches including all printing and binding requirements.
- Manage all team supplies such as stationary, printer supplies and presentation stock.

Qualities you will possess

- Ambitious with a drive to succeed.
- Strong conceptual outlook.
- Outstanding attention to detail.
- Motivation and the desire to execute every job to the highest standard.
- Problem solving capabilities.
- Be Bright and quick thinking.
- Ability to think laterally and literally.
- Inquisitive.
- Tenacity, energy and resilience.
- Excellent written and verbal communication skills.
- Excellent organisational skills.

What do you need to be successful?

- Commercially minded.
- Demonstrate creativity.
- Experience of working in fast paced and dynamic environment.
- A passion for making things happen.
- Demonstrate organisational excellence.
- Good levels of literacy.
- Experience in a creative environment or with sponsorship is preferable but not essential.

Each role is assigned a level against our expected behaviour. Your role levels are set out below.

BEHAVIOUR	LEVEL
Think Customer	1
Communication & Trust	1
Taking Personal Responsibility	1
Encouraging Excellence & Commercial Success	1
Working Together	1