



JUNIOR RIDERS AND EVENT COORDINATOR - INTERNSHIP

In short

The Junior Riders and Event Coordinator plays a crucial role in the Sport Department of Freeride World Tour. This role involves being the main point of contact for athletes, ensuring they have a smooth and successful experience. You'll work closely with event organizers to ensure everything runs smoothly and assist the management of in-house events. If you're passionate about freeriding and looking for an exciting challenge, this role could be perfect for you.

What the FWT

The Freeride World Tour (FWT) team is comprised of 15-20 young and passionate staff based near Lausanne, Switzerland. They work year-round to organize the five-stop Freeride World Tour circuit, which includes the well-known Xtreme Verbier event. Additionally, the team coordinates over 90 Qualifier events and 140 Junior events worldwide and oversees a global community of 8000+ licensed riders.

This entails a lot of work and travel, but also means spending time at events (and occasionally sharing a drink) with the Freeride World Tour Family. This unique community includes over 120 people, including external staff, riders, and partners. Working with FWT is a life-changing experience that allows you to meet inspiring individuals and grow on both personal and professional levels.

The work environment is dynamic and occasionally disorganized but encourages proactivity and the sharing of new ideas regardless of position or background, all with a focus on the big picture in which everyone plays a crucial role. Micro-management and hierarchy are not part of our vocabulary, and the status quo gives us nightmares. Telework and flexible work arrangements are promoted, though physical teamwork is also emphasized as necessary for success.

Meet the team

At its core, the Sport team is responsible for promoting and growing the sport of freeriding worldwide. This involves managing athlete qualifications, coordinating

events, and overseeing all aspects of the competition process. The Sport Department is comprised of a team of dedicated professionals with a deep passion for sport and commitment to excellence. They work tirelessly to ensure that each competition is safe, fair, and fun!

Overall, the Sport Department plays a critical role in the ongoing success and growth of freeriding as a sport. If you're passionate about sport and looking for an exciting and fun team to work with, this could be the perfect department for you to join.

Your Missions

In this challenging position you will be working in the sports team of a young and dynamic sport where you will gain an in-depth understanding of the sport of freeriding. For a 7 months internship, we are seeking a smart, flexible and detail-oriented intern to assist the Sports Development Manager with daily operational tasks of the Freeride World Tour Qualifier that consist of but are not limited to:

A. RIDERS MANAGEMENT

- JUNIOR Riders Management and main contact for athletes in the Europe and Oceania region
- Communication with JUNIOR athletes, parents, and coaches on all channels (email, phone, social media etc.) on a daily basis

B. REGISTRATION PLATFORM (MEMBERPRO)

- Managing and maintaining the member/event registration platform and database
- Setting up events and event registrations
- Constantly monitoring and adapting event registrations
- Updating results and ranking
- First level support for members

C. EVENT ORGANIZERS

- Working closely with JUNIOR event organizers before, during and after events
- Sending updated entry and waiting lists to organizers

D. CONTENT MANAGEMENT

- Maintaining and updating the website through CMS
- Updating the event pages on the FWT Website
- Upload of content on all channels (web news, photos, videos)

E. EVENTS

- Assisting the event manager at selected Junior and Qualifier events organized by FWT

- Athlete management at events (registration, updates etc.)
- Operational tasks during competitions (e.g. competition tasks, mountain operations)

F. ADMINISTRATIVE

- Taking care of liability disclaimers
- Opening and follow-up of insurance cases
- Monitoring payments and outstanding fees

Your story

- Student/Graduate in Tourism, Business or Sports Management or similar
- Excellent to native English skills (spoken and written)
- Fluent in French (spoken and written), Spanish is an asset
- Excellent communication skills – strong in writing and wording
- Proficient computer skills and experience with database software and content management
- Flexible, structured and detail oriented with a high quality and service level
- Pro-active and thorough work attitude
- Able to work independently and efficiently within a small team
- Remains self-composed under pressure and has good time management skills
- Interest in sports in general and to enjoy the great outdoors including winter sports
- Willing to travel extensively during the winter season
- Recognizes and accepts that during the season demands can be 24x7

What we offer

- Base salary: CHF 1000.- / month.
- Free ski wear and equipment (depending on availability).
- Flexible work schedule and homeworking
- Travel and phone costs are covered.
- Work in a unique, entrepreneurial and creative environment where everyone makes a real difference.
- On-site event experience at selected events

Duration:

- October 1st, 2024 to April 30th, 2025

Apply through this link: <https://www.freerideworldtour.com/jobs-internships/>