

JOB ROLE

EVENT COORDINATOR

LEVEL OF GROWTH FOR JOB ROLE



- Projected change of +6.8%
- From 33,522 in 2024 to 35,816 in 2029

AVERAGE SALARY FOR OCCUPATION



Entry level
(1-3 years' experience)



Senior
(8+ years' experience)

WHAT DO EMPLOYERS WANT?



SPECIALISED SKILLS

- Customer relationship management
- Marketing communications
- Venue management
- Budget management
- Stakeholder engagement

EMPLOYABILITY SKILLS

- Effective communication
- Planning
- Detail orientation
- Time management
- Detail orientated

DIGITAL SKILLS

- Microsoft 365
- Salesforce
- Mailchimp
- Event management software

EMPLOYMENT PROSPECTS



TOP SOUTH AUSTRALIAN INDUSTRIES WHO ADVERTISED FOR THIS JOB ROLE IN THE PREVIOUS 12 MONTHS:

- Accommodation & Food Services
- Retail Trade
- Health Care & Social Assistance
- Arts & Recreation Services

TOP SOUTH AUSTRALIAN EMPLOYERS WHO ADVERTISED FOR THIS JOB ROLE IN THE PREVIOUS 12 MONTHS:

- Adelaide Venue Management Corporation
- State of South Australia
- National Wine Centre
- Uniting SA
- Stamford Hotels & Resorts

LOOK FOR JOBS BEING ADVERTISED USING THESE JOB TITLES:

- Event Coordinator
- Events Officer



YOU MIGHT CONSIDER UNDERTAKING STUDY TO TRANSITION INTO THESE RELATED JOB ROLES:

- Events Manager
- Conference Manager



QUALIFICATION PATHWAYS

Looking to progress your career? TAFE SA can help you further your study with these courses (*fees may apply)

- Certificate III in Events (SIT30522)
- Diploma of Event Management (SIT50322)

Or undertake a range of short courses to supplement your existing knowledge or continue upskilling.

Further information available on the TAFE SA website.



NETWORKING WITH INDUSTRY

Networking with industry provides you with opportunities to gain employment, advance your career and stay current with industry changes.

Conferences and workshops are an excellent way to introduce yourself to key industry contacts.

Follow these organisations on social media:

- Adelaide Convention Centre
- Meetings & Events Australia
- Showcase SA

Consider these opportunities to find employment:

- Send your resume to relevant businesses in your local area
- Look for employment opportunities advertised on
 - the TAFE SA Jobs Board
 - online employment websites like Seek
 - the job board on your local Regional Development Australia (RDA) website



CAREER SUPPORT

Not sure where to start? TAFE SA's Student Services can provide you with a range of career planning support including:

- career planning
- write a winning resume
- how to respond to selection criteria
- cover letters that stand out
- preparing for job interviews

To find out more, or to book an appointment, visit TAFE SA's Career Support Page: Career Support (tafesa.edu.au)

Data sources:

Industry and job role data sourced 2025 from Lightcast™.(2022). "Labor Insight™ Real-Time Labor Market Information Tool." Retrieved from <https://labourinsight.lightcast.io/anz>.

Level of Growth for Job Role data sourced 2025 from Employment Projections, Jobs and Skills Australia © Commonwealth of Australia. Jobs and Skills Australia monitors the quality of information available on this website and updates this regularly however Jobs and Skills Australia does not make any representation or warranty about the accuracy, reliability, currency, or completeness of any material contained on this website or on any linked site.

Salaries are based on the Median Australian Salary from "https://www.salaryexpert.com" Salary Expert. Experienced salary levels may require additional study. Salaries may vary in your location. Information is accurate as of March 2025 and is to be used as a guide only.

TAFE SA and the publisher take no responsibility, and will accept no liability, for the accuracy, currency, reliability, or correctness of the networking options. Readers should make their own inquiries and rely on their own advice when making decisions related to material contained in this publication.