

JOB ROLE

EVENT COORDINATOR

LEVEL OF GROWTH FOR JOB ROLE



- > Projected change of +6.6%
- > From 29,300 in 2023 to 31,300 in 2028

AVERAGE SALARY FOR OCCUPATION



Entry level
(1-3 years' experience)



Senior
(8+ years' experience)

WHAT DO EMPLOYERS WANT?



SPECIALISED SKILLS

- > Social Media
- > Customer Relationship Management
- > Supplier Management
- > Public Relations

EMPLOYABILITY SKILLS

- > Effective Communication
- > Event Planning
- > Problem Solving
- > Time Management
- > Detail Orientated

DIGITAL SKILLS

- > Microsoft 365 Applications
- > Salesforce
- > Mailchimp

EMPLOYMENT PROSPECTS



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

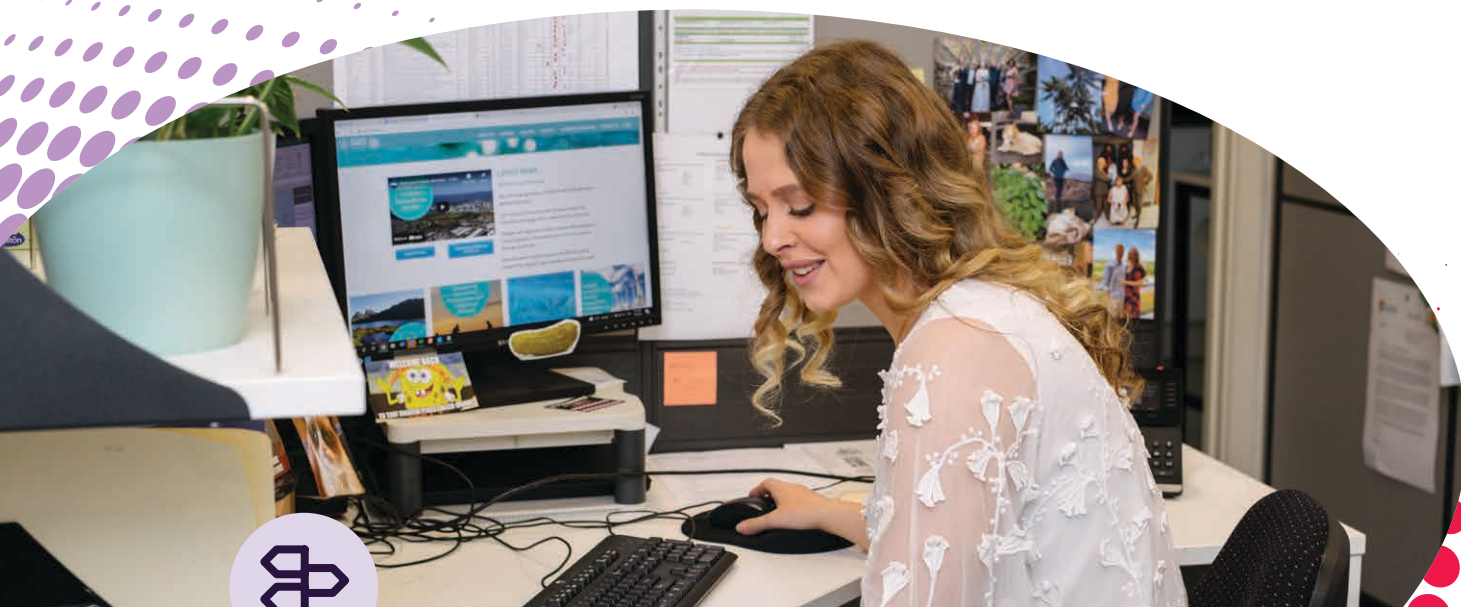
- > Accommodation and Food Services
- > Arts and Recreation Services
- > Retail Trade
- > Public Administration and Safety

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

- > ALH Group
- > Adelaide Venue Management Corporation
- > Tennis Australia
- > Skycity Entertainment Group
- > Stamford Hotels and 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:

- > Event 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.

JOB HOLDER COMMENTS

“

“I found TAFE SA to be the best opportunity for me to gain the experience and the career I wanted in event management. It helped me find the path I wanted to take and opened me up to a wide world of opportunities and experiences.”

Tamara Wilks
Event Management



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 2024 from Lightcast™.(2022). "Labor Insight™ Real-Time Labor Market Information Tool." Retrieved from <https://labourinsight.lightcast.io/anz>.

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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 January 2024 and is to be used as a guide only.

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