



EXPERT
MENTORING
PROGRAMME

“

I learned a huge amount very quickly thanks to my Kina Events mentor. Alex shared her fantastic events knowledge and expertise to help me build on my skills and develop my career. I know I wouldn't be where I am today without her help and support. If you want to make it to the top in events management, the Kina Events mentoring programme will help get you there.

Anna Meehan



Expert mentoring in events management

Kina Events provides a fully-customised and cost-effective mentoring programme to help support and develop events professionals at any stage of their career.

Do you have a particular challenge ahead of you, feel the need to plug gaps in your knowledge, or want support to help move your career to the next level?

Whatever your reason for seeking a mentor, our programme is tailored to you and your specific goals.

We work with:

- **Experienced event professionals** looking to take your career to the next level
- **Newly qualified Event Managers** to provide mentorship and guidance as you take the first steps in your new career
- **Executive Assistants and Personal Assistants** to help you increase your expertise and confidence in the events management element of your role
- **Trainees or students** studying for a career in events management to help you feel confident, capable and to get ahead.

Whether you're self-funded or have events mentoring as part of your personal development plan with your employer, we can help.



What does the mentoring programme cover?

We tailor each mentoring programme to the individuals we work with, creating a bespoke service.

We typically provide:

- **Practical, expert and impartial advice** for planning and structuring events – whether as a template for future event planning or tailored to a specific event
- **Information on best practice** with advice on overcoming obstacles and implementing strategies to create successful events
- **Confidence-building strategies** and project management skills
- **Help with creating goals** to bring you success in your role and career.

Our knowledgeable, professional events mentors have at least seven years' experience in the events industry.

We've lived through – and survived – all the ups and downs of event management. We know the issues you're facing and can help you solve them.

How can the mentoring programme support my events management career?

Our mentoring programme is designed to give you exactly the help you need to achieve your goals.

We work together to ensure you come away from your mentoring programme feeling invigorated and confident.

Key areas we explore:

- **Outstanding organisation** – what strategies would help you manage multiple projects simultaneously?
- **Problem solving** – how can you manage bottlenecks in the planning process and resolve every challenge that comes your way?
- **Enthusiasm** – how can you ensure you approach every project with the same high level of enthusiasm, attention-to-detail and creativity?
- **Project management** – what strategies can you use to ensure events exceed expectations, every time?
- **Money management** – how can you keep budgets firmly under control?
- **Working under pressure** – what techniques would help you manage tight deadlines and a heavy workload?
- **Stakeholder management** – keeping the right people in the loop and how to manage complex projects with multiple stakeholders.

These are just some examples of how we can support you – just let us know the areas you want to work on and we'll tailor-make a mentoring programme for you.

Can I book a mentoring programme for my team?

We mentor individuals but, if you are a manager, we can mentor more than one person in your team.

All mentoring is entirely confidential, and we do not 'report back' to managers.

Our aim is to ensure every events management professional we work with finishes the mentoring programme feeling confident, supported, and ready to try out their newly-acquired skills.



How does the mentoring programme work?

We appreciate how tricky it can be to fit anything 'extra' into an already busy diary, so our online mentoring sessions can be slotted-in around your existing commitments, with no travel or 'down time' required.

How it works:

- Each mentoring programme includes **six one-hour mentoring sessions**
- Your mentoring sessions are held regularly **over a six-month period**, to allow us to work with you consistently to achieve better results
- Mentoring is provided via **video conferencing**, so sessions can take place at a time and location to suit you.

How do I book and what are the next steps?

For prices and to find out more about the Kina Events mentoring programme, please email joanne@kinaevents.com to arrange a 10-minute, no obligation phone call.

“

Alex from Kina Events was such a great help to me as my events management mentor. She gave me help with my CV and I learned lots of specialist tips and strategies through our regular video conference calls. Having a mentor has helped improve my confidence and knowledge – I definitely wouldn't be in the position I'm in today if it wasn't for Alex's help. I highly recommend the Kina Events mentoring programme to anyone wanting to develop their skills or achieve a specific goal.

Lauren Taylor



020 7205 7901
info@kinaevents.com

 kina-events

 KinaEvents

kinaevents.com