



**sportworks**



...making sport work for you

## EVENT MANAGEMENT

**Sportworks Event Management services ensure expert handling of the full range of events from conferences to press launches; from school sport festivals to world-class international events, all managed with the common themes of detailed planning, expert implementation and effective monitoring.**

**Our event management team offers an extensive range of services, specialist knowledge and relevant experience developed over many years of working on events at every level.**

### EVENT MANAGEMENT SERVICES

#### Planning & Organisation

helping you to produce feasibility studies, draw up action plans and schedules, allocate budgets and organise resources.

#### Budget Management

controlling expenditure to extract maximum value from your budget and optimise event profitability.

#### Event Support

including set up and break down, branding and signage, on the day co-ordination, logistics and the recruitment, development and management of volunteers.

#### Timescale Co-ordination

utilising project management software and developing Critical Path Schedules to ensure that timescale projections are adhered to across project stages.

#### Project Management

overseeing each stage of your event from goal definition to project completion.

#### Post-Event Analysis

providing follow-up reviews, statistics and analysis as well as consolidating and communicating lessons learned.

### WHY SPORTWORKS?

#### Comprehensive Services

We provide the full scope of services to enable single-point of contact co-ordination from start to finish of an event. This facilitates the seamless integration of project management and service provision.

#### Expertise

We have the vital knowledge and experience to know how events work and how to maximize the benefits they can offer. This enables us to foresee eventualities and avoid costly oversights, to provide expert guidance on regulatory procedures, and ensure that risk management is dealt with effectively.

#### Flexibility

We can adapt our service to perfectly match the size, location, parameters and constraints of your event, be it local or international; a one off or an on-going series.

#### Network & Reputation

Our reputation and network of contacts provides us with the bargaining power to leverage outstanding price deals and preferential project support from third parties.

#### Added Value

At every opportunity we seek to exceed the expectations of both clients and their partners. We pride ourselves on going the extra mile at every stage of event planning and implementation.



**sportworks**  
EVENT MANAGEMENT



**sportworks**  
TRAINING & DEVELOPMENT



**sportworks**  
EMPLOYMENT & RECRUITMENT



**sportworks**  
CONSULTING



**sportworks**  
SPONSORSHIP



**sportworks**  
LOGISTICS



**sportworks**  
COMMERCIAL SERVICES

Sportworks provides the logistical, technical and management support, promotional expertise and personnel development that helps world-class sportspeople, fixtures and events to succeed. Our goal is to enrich the experience and deliver the results that those who invest in sport pursue.

[www.sportworksuk.com](http://www.sportworksuk.com)

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