

6 Week Mentorship Program For Aspiring Event Planners:

Are you an aspiring event planner looking to break into the industry? If so, I've created a 6-week mentorship program just for you which is part of my Mastery Conference Program!

Week 1: Introduction to Event Planning

During the first week, we'll cover the basics of event planning, including the different types of events, the responsibilities of an event planner, and an overview of the event planning process. We'll use case studies to show real-life examples of successful events and challenges that event planners face.

Week 2: Understanding Clients' Needs

In the second week, we'll focus on how to work with clients and understand their needs. This will include the importance of communication, building relationships with clients, and conducting needs assessments. You'll receive templates and tools to help you gather information from clients and develop event proposals.

Week 3: Event Design and Logistics

During week three, we'll dive into event design and logistics. We'll cover understanding the event's purpose, developing themes and concepts, and creating event layouts. You'll also learn about logistics such as vendor management, budgeting, and timeline development.

Week 4: Marketing and Promotion

In the fourth week, we'll learn about marketing and promoting events. This will include developing marketing strategies, creating event branding and messaging, and using social media and other channels to promote events. You'll also learn techniques for measuring the success of marketing efforts.

Week 5: Event Execution

During week five, we'll focus on event execution. This will include preparing for event day, managing staff and volunteers, and dealing with unforeseen issues that may arise during an event. You'll receive checklists and tools to help you manage events efficiently.

Week 6: Post-Event Evaluation

In the final week, we'll cover how to evaluate events and learn from their successes and failures. This will include gathering feedback from clients and attendees, reviewing budgets and timelines, and making adjustments for future events. You'll also learn how to build relationships with clients and maintain a positive reputation in the industry.

Overall, this mentorship program will provide you with a comprehensive understanding of the event planning process and equip you with the tools and knowledge you need to succeed in the industry. I'm excited to help you take your first steps towards becoming a successful event planner!

Access to the online training is immediate and the next mentorship program starts on the **30th March 2023** and runs for 6 weeks. Its an hour of LIVE mentoring a week on a virtual platform and an opportunity to answer all your questions from the course and much more.