
Hospitality & events intern

(100%, paid internship - bilingual French/English)

Starting date: As soon as possible

Impact Hub Geneva is looking for a dynamic and outgoing person to join our team as a Hospitality & Events intern for a 6-month paid internship, starting as soon as possible.

We are particularly looking for a profile from **EHL, EHG or a similar hospitality/events school**, with a genuine interest in hospitality, events and creating great experiences.

About Impact Hub Geneva

Impact Hub Geneva is a coworking and innovation space bringing together entrepreneurs, organisations and changemakers from different sectors. We offer inspiring workspaces, events, learning opportunities and a vibrant community, with the aim of supporting people and organisations working towards a more sustainable and inclusive future.

The role

As Hospitality & Events intern, you will be part of our Community, Space & Events team. You will help ensure that our spaces are welcoming, well organised and ready for our members, clients and events.

Your responsibilities will include:

HOSPITALITY

- Ensuring that our spaces are welcoming, professional and functional
- Preparing spaces for events and activities
- Coordinating catering and event logistics
- Helping organise regular community activities
- Working closely with the Hubonauts and Community teams

EVENTS

- Managing and coordinating space bookings
- Supporting the organisation and delivery of events
- Communicating with current and potential clients
- Promoting our event spaces and services
- Creating and supporting events for our community and the public

What are we looking for

- We are looking for someone who is proactive, hands-on and comfortable taking initiative.
- You are outgoing, communicative and enjoy working with people. You have a practical and solution-oriented mindset and are comfortable working independently in a dynamic environment.
- You are fluent in French and English, both spoken and written, and are flexible when it comes to working hours, particularly during events.
- A background in hospitality or events, especially EHL or EHG, is strongly encouraged. Previous experience in hospitality, events or a similar environment is a plus.

What we offer

This is a 100% paid internship for 6 months, with a salary of CHF 1,500 per month.

You will join a dynamic and entrepreneurial team and work alongside a diverse international community. The position offers a high level of autonomy and the opportunity to develop practical experience across hospitality, events, community management and entrepreneurship.

How to apply

We want to get to know you beyond your CV.

Please send us: Your **CV** and a **Video**

A **video** of at least **2 minutes** introducing yourself and explaining why you are interested in the position and why you would be a good fit for Impact Hub Geneva.

Please send your application to booking.geneva@impacthub.net with the subject line "Hospitality & Events Intern".