

Program Manager for Corporate Innovation Conferences

Innovation Roundtable ApS, Copenhagen

Remote position

Are you interested in innovation? Do you want to follow trends and help create programs for our innovation conferences? Join our Innovation Team and make a difference by shaping the future Innovation Roundtable® events!

Innovation Roundtable® is the leading network for innovation executives in large multinational firms.

We are a team of international, enthusiastic and passionate people who work from all over the world. Every year we organize a range of conferences with 150-200 attendees on various innovation management topics in Europe, China and USA as well as an annual Innovation Roundtable® Summit in Copenhagen attended by 700 corporate innovators, the world's largest gathering of its kind.

You can learn more about our many conferences and the Summit here: [Innovation Roundtable Events](#) & [Innovation Roundtable Summit](#).

What is the job?

You will be involved in speaker evaluation and communication for innovation conferences around the world. Your passion for innovation and (growing) knowledge of innovation practices will be used to:

- Work with the Program Director and the CEO on speaker selection
- Create event agendas
- Communicate with our speakers
- Work closely with our team of speaker scouts
- Follow current innovation trends and assure our workshops focus on relevant topics

What do you need to do this job well?

You need to be willing to constantly learn, improve, and take charge. Other, necessary skills are:

- Interest in Innovation and willingness to learn more
- Exceptional English (written and spoken)
- Ability to work independently
- Sharp analytical approach to solving challenges
- Self-motivation
- Attention to detail
- Outstanding communication and interaction skills
- Entrepreneurial spirit
- Strategic mindset

What do we offer?

This is a unique job where you will have every opportunity to develop your skills and your understanding of innovation management in large firms throughout Europe, Asia and the USA. This job will provide you with:

- Extensive learning experience on innovation management within multinational firms
- A high level of responsibility from the get-go
- A mix of teamwork and independence
- Opportunity to use your theoretical knowledge about innovation in practice
- Work from home
- Attendance at selected Innovation Roundtable events

