

# Maddie Murphy-Harris

## PROFILE

I am an outgoing, efficient, and hardworking professional in the Major Events industry.

My passion for managing events end-to-end and advising for event owners, goes hand-in-hand with my confidence in relationship management and managing partnerships of scale.

I have a huge personal and professional drive for events, festivals, marketing projects and campaigns, working with people and building relationships and event sites!

## CONTACT

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## LINKEDIN

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## WORK EXPERIENCE

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### **VIP, Glamping and Camping Team Leader** ***Rhythm and Vines Music Festival 2023/24***

Contract role from November 2023 - current.

- Managing a team of 20+ team members to build the campsite for the biggest festival in New Zealand, a multi-day music festival.
- 6-week build, show and break.

### **VIP Front of House Manager - 'On a Good Day' Music Festival** ***Live Nation APAC***

Freelance role December 2023

- Managing VIP and other front of house duties at the 3-day music festival - On a Good Day, in Wellington.

### **Site Manager**

#### ***The Performance Arcade 2019-2024***

Contract role from November 2019 - current.

- Full management of greenfield event site - shipping containers along Wellington Waterfront, with roaming and stationary performing arts.
- Management of site-related concerns for The Performance Arcade, in liaison with contractors, retailers, city council, property owners, artists, and production staff.
- Preparing databases, timelines, and plans for artist needs, including travel arrangements, accommodation, visas, media kits, and other artist liaison responsibilities.

### **Venue Manager - NZ Festival 2024** ***Tāwhiri Events and Experiences***

Contract role from January 2024 - current.

- Management of venue bookings, supervising of all operations, ensuring the location is safe and adheres to all health and safety compliance.

### **Major Events Advisor**

#### ***WellingtonNZ – Major Events Team***

May 2021 – May 2023

- Managing a portfolio of 12 event partners, from multi-day music festivals and comedy festivals, to art exhibitions, food and wine festivals, and business events.
- Managing contractual and budgeting obligations.

### **Volunteer Work**

Wellington Potters Association  
Ceramicus Annual Pottery Exhibition  
Convener.

The exhibition is a showcase of the work by members of the Wellington Potters Association.

### **SKILLS**

- Site and Venue Management
- Event Attraction
- Partner Relationship Management
- Event Management and Planning
- Marketing Event Planning
- Event Contracting and Funding Support
- City Activation
- Risk Management
- Excellent Administrative Skills
- Facilitation of Major Events

### **Event Manager**

#### **Contract role, Cactus Events, UB40 Tour**

- I work, as needed, as an Event Manager with Cactus Events for on the ground support at their events. My most recent was managing the UB40 and Sir Dave Dobbyn event at Central Energy Trusts Arena.

#### **Events and Projects Specialist**

##### ***Wellington City Council – Office of the Mayor***

March 2020 – May 2021.

- The lead representative for the Office of the Mayor for civic projects and events.
- Liaising with Embassies and High Commissions, Iwi, and other Government Agencies regarding protocol for functions and maintaining relationships.

#### **Assistant Site Manager**

##### ***Dunedin Craft Beer and Food Festival, Otago University Student's Association (OUSA)***

Contract role from October 2019 – November 2019

- Pre-planning and organisation for vendors and stakeholders.
- Executing the 2019 Dunedin Craft Beer and Food Festival with the OUSA Events 'Core Team'.
- Sourcing, recruiting, planning, and managing the night turnover team during event hours.

#### **Events and Partnerships Specialist**

##### ***The Royal New Zealand Plunket Trust***

July 2017 – September 2019

- I managed the national fundraising campaign – 'Raise a Bundle'. Creating and organising new campaigns and events to fundraise.
- Responsible for the day-to-day management of partnerships in the Central Region of NZ.

### **EDUCATION**

#### **Ara Institute of Canterbury**

2015 – 2017

Bachelor of Applied Management, double-major in Event Management and Marketing and Sales.