



THE UNIVERSITY OF
AUCKLAND
Te Whare Wānanga o Tāmaki Makaurau
NEW ZEALAND

Event Services

*“Quality services to enhance,
support and serve the
University community”.*

Event Management Services



The team at Event Services provides comprehensive event planning and consultation. We take pride in delivering professional, well organised events.

The Event Management team are supported by technical and logistical crews, in order to offer you an end-to-end service at a cost effective price.

Event management services



Project management



Catering



Financial management



Audio and visual services



Registration services



Facilities management



Marketing and social media



Health and safety



Theming and design



Logistics



Event merchandise



On-site management

Conference Management Services

A successful conference is the result of a major investment of time and sound planning. We have extensive experience in this area, having managed conferences from 50 to 1,000 delegates. We pride ourselves on our thorough planning, and a friendly and proactive approach - offering a rewarding experience for you and your delegates.

With the right structural support and the latest technologies available to us, we can enhance the quality of conferences and facilitate an environment that allows you to better engage with your audience.

Our aim is to allow you to enjoy the conference knowing a team of professionals will be handling all key aspects of the event.

If you need to bid for your conference, we work collaboratively with the Auckland Convention Bureau and Tourism NZ to support you through the bidding process by carrying out financial feasibility studies, sourcing appropriate venues and producing bid documents and presentations.

Conferences bids



Financial feasibility study



Bid documentation

Conference delivery



Project management



Social programme



Financial management



Facilities management



Marketing and communications



Conference collateral



Delegate services



On-site management



Abstract and paper management



Speaker management

Who we are

Event Services is a central service set up to enable the delivery of events and conferences held at the University of Auckland. Our team provide a complete solution to event and conference delivery to internal faculties, departments, service divisions and students.

Our team of innovative and proactive event managers will help you realise your event or conference vision. Utilising the latest tools and technology available in the industry, your dedicated event manager will be with you from the beginning to end to ensure your event runs smoothly.



Event Services Manager
Christine McGonigal



Event Operations Manager
Stephanie Szmurlo



Relationship Manager
Morgan Harnett



Delegate Services Manager
Samantha Barrett



Conference Manager
Amy Edwards



Conference Manager
Kylie Watkins



Conference Manager
Alex Harvey



Conference Manager
Melissa Burnett



Conference Manager
Camille Rees



Event and Protocol Manager
Rhiannon Dreadon



Event Administrator
Tahnee Vo

Examples and Testimonials



A sample of events

NZ Geothermal Workshop (annual)

250pax
2018 - Taupo
2017 - Rotorua
2016 - University of Auckland
2015 - Taupo
2014 - University of Auckland

MaD For the Future 2017

175pax
Viaduct Events Centre, Auckland

International Indigenous

Research Conference (biennial)
500pax
University of Auckland

ASPIRE Professional Staff Conference (annual)

500pax
University of Auckland

Asian Crystallographic Association Conference (AsCA) 2018

460pax
University of Auckland

The 48th International Conference on Computers & Industrial Engineering (CIE48) 2018

320pax
University of Auckland

International Conference on Metal-Organic Frameworks and Open Framework Compounds (MOF-18) 2018

600pax
University of Auckland

NZ and Australia Archaeological Conference 2018

2500pax
University of Auckland



Our assigned conference manager seamlessly delivered top notch event management of MaD2018, our second national event. She was also involved with our inaugural event, MaD2017, and having that continuity is great. Our conference manager was super easy to work with, friendly, efficient and understands our national stakeholders - especially our conference committee which has representation from most NZ universities.

- MaD 2018



The event was extremely well organised. Not a single piece of the puzzle was forgotten and it was a huge relief to know that the event services team can provide a service to all the university divisions because doing it by myself would be a nightmare!

- Toboggan Run 2016

CONTACT US

Event Services, University of Auckland

Level 2, 70 Stanley Street

City Campus

Auckland 1010

Event Services | eventservices@auckland.ac.nz

Event Services Logistics | events.logistics@auckland.ac.nz

Events Technical | events.logistics@auckland.ac.nz

Phone: 09 923 6905



THE UNIVERSITY OF
AUCKLAND
Te Whare Wānanga o Tāmaki Makaurau
NEW ZEALAND