



# INTERNSHIP/CO-OP TRAINING

## B2B PROMOTION PROJECT MANAGER

Choose Paris Region the international attraction agency for Paris Region, which promotes the region's influence on the international stage, and provides a high-quality welcome and services to investors, visitors and talent from all over the world, while ensuring the Region's sustainable and balanced development.

Division description:

The Promotion & Influence Division of the Business, Leisure and Talent Visitors Department is responsible for the B2B promotion of Paris Region as a destination on the Paris Region, French, European and overseas markets, in line with the strategy of the Regional Tourism and Leisure Development Plan.

Your role & missions:

Implement BtoB promotional activities

In this capacity, your tasks are as follows:

- Eductours program design and organization

- Support eductours with tour operators, travel agencies and OTAs in international markets
- Participate in the creation and updating of BtoB promotional tools (guide, presentation, tours, etc.).
- Promote all these tools to Paris Region, French and international distribution networks.

By joining our team today, you'll have the opportunity to:

- Acquire in-depth knowledge of the Paris Region tourism eco-system and distribution networks in the French and international markets
- Work in an agile environment
- Become an expert in BtoB tourism promotion
- Acquire project management skills

MAIN SKILLS:

- Organize and plan missions and be autonomous
- The ability to work cross-functionally and in partnership
- Conduct and lead meetings and good oral communication skills
- Prepare notes, reports and written presentations as required for the completion and follow-up of assignments
- Mastery of internal information tools

Desired profile:

- Bachelor/ Master Tourism or Business School
- A first experience in Tourism will be appreciated
- Special knowledge: Project management - Knowledge of the Paris Region destination would be a bonus
- Proficiency in foreign languages: English (reading, speaking, writing) and another language would be a bonus
- Mastery of Microsoft Office

Required qualities:

- Autonomy
- Thoroughness
- Organization (ability to manage several projects at the same time),
- Strength of proposal
- Proactive
- Excellent interpersonal
- skills Good writing skills

What we have to offer:

- Meal vouchers at Puxplee: 9.05 € meal voucher per day for lunch (60% paid by Choose Paris Region, i.e. 5.43€ and 3.62€ paid by you)
- Transportation: Choose Paris Region will refund 100% of the Navigo pass for every month worked;
- A gym: available on our premises, you can use it to boost your stamina;  
A flexible teleworking policy: 3 days a week
- Health and life insurance: Outstanding social protection, 100% financed by Choose Paris Region;
- A €2.70 per day teleworking allowance;
- Certain benefits on social and cultural activities; 28 days of paid vacation per full year for employees;
- A vacation bonus: 1% of gross annual salary for summer vacation;
- An induction program including a training plan for each business line to help you gradually familiarize yourself with our tools and processes.

Our values:

- o Responsibility: We are aware of our actions' impact and take responsibility for our decisions and our respective perimeters. We are committed to respecting our commitments to our customers and acting ethically towards
- o our employees.  
Curiosity: We encourage intellectual curiosity and continuous learning. We strive to stay at the forefront of new technologies and the latest trends to offer our customers innovative solutions that are tailored to their
- o needs.  
Ambition: In our DNA and as part of our business, we're committed to the areas we're passionate about. We strive for excellence and are constantly working to improve. We set high targets and do our utmost to achieve them. We encourage our employees to push their limits and excel.

These values are at the heart of our corporate culture, and are shared by all our employees. They allow us to create a dynamic and stimulating working environment, where everyone can flourish and contribute to the agency's collective success.

Interview process:

1. Video interview with the Manager - 60 minutes  
The aim of this interview is to understand your background and skills.
2. HRD Virtual - 30 minutes

The aim of this discussion is to understand your skills, and validate your values with those of our agency.

3. On-site team meeting - 60 minutes

- We will endeavor to respond to your application as quickly as possible. (within 2 week). Whether our response is positive or negative, you'll receive an e-mail from us.

If you have any special requirements for the interview process, please let us know when you apply and inform the Recruitment team.

A presentation of the job offer will be made before the promise to hire is sent!