

Marketing Director & Events Coordinator

Position Overview

In your role as Marketing Director & Events Coordinator you will be responsible for building and driving the overall marketing strategy for both Cukierman & Co. Investment House and Catalyst Funds. You will lead the planning and execution of all logistics related to our Goforsrae investment conferences (800+ participants), which bring together industry leaders and decision-makers from all around the world.

Responsibilities

- Developing and executing marketing goals and strategy including content creation, website management, social media and PR activities
- Manage and execute events from A to Z
- Prepare slide decks, reports and other presentation materials for internal meetings
- Understand conference scope and accordingly develop event agenda
- Identify and recruit speakers/attendees for conferences and be the main point of contact
- Develop promotional brochures and organize campaigns to promote events
- Preparing website content including web-based registration
- Work with Partners to identify, contact and generate sponsors for events
- Initiate future conference topics ideas based on industry trends
- Identify industry partners for cooperation opportunities
- Assist in budget preparation and expense management activities

Skills and Requirements

- 2+ years of relevant experience in event planning, marketing, sales, communication, or a similar field, preferably in the high-tech/finance sectors
- Real-world experience with managing both in-person and virtual event logistics - meeting planning, registration management, booking speakers and sponsors, planning and managing budgets
- Innovative and forward thinking in relation to technology, creativity, and events
- Proven ability to work independently as well as with cross-functional teams
- Proven problem-solving aptitude, resourcefulness, and ability to take initiative and anticipate the needs of the department/project
- Ability to set and meet deadlines, can work well under pressure and prioritize tasks as needed
- Excellent attention to detail and strong organizational and analytical skills
- Advanced proficiency with Microsoft Office specifically with Word, Excel, PowerPoint, and Outlook
- Strong interpersonal, written, and verbal communication skills
- Flexible work schedule and willingness to travel
- Fluent Hebrew and English, other languages a plus

About Us

Cukierman & Co. Investment House

Founded in 1993, Cukierman & Co. Investment House Ltd. is the leading Israeli investment house, providing a full array of services including M&A, Private Placements, Public Offerings, Family Office and Consulting Services to Israeli, European and Asian clients. With over \$10.2 Billion in completed transaction values, we have one of the largest Corporate Finance teams in Israel with dedicated experts in the Life Sciences, Technology Media & Telecom, New Mobility, Energy & Industrial, FoodTech & AgriTech and Real Estate industries.

Catalyst Investments

Catalyst Investments is an Israeli-based Private Equity multi-fund firm with unparalleled access to Israeli deal flow and wide reaching operational, financial and sector expertise.

Since 1999, Catalyst Investments has managed 4 top-performing high-tech funds investing in disruptive technologies across various sectors. With over \$400M under management, Catalyst supports the long-term growth of Israeli companies within global markets. Catalyst offers unique added-value advice to portfolio companies, with Partners taking an active role and leveraging their significant business networks.