

# ALISTAIR STEWART

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## SUMMARY

Experienced events professional skilled in organising and delivering community, festival, and Pride events. Strong in logistics, stakeholder coordination, and inclusive programming, with a proven ability to adapt under pressure and create meaningful, engaging experiences.

## WORK EXPERIENCE

### Front of House Staff, Underbelly Limited Jul 2025 - Aug 2025

- Delivered front-line assistance to attendees, ensuring a positive experience
- Managed queues effectively to support smooth event operations
- Accurately scanned tickets and resolved entry issues efficiently
- Created a welcoming atmosphere, enhancing overall customer satisfaction
- Developed strong customer service, communication, and multitasking skills

### Front of House Staff, Edinburgh's Christmas Nov 2024 - Jan 2025

- Assisted visitors at a busy Christmas venue, ensuring smooth audience flow
- Managed entry processes efficiently to meet strict performance schedules
- Handled transactions and ticketing with accuracy and professionalism
- Created a welcoming and festive atmosphere, enhancing the visitor experience
- Developed strong customer service, communication, and multitasking skills in a high-pressure environment

### Wedding & Events Intern, Melville Castle Hotel Feb 2023 - May 2023

- Managed wedding and event enquiries via email, providing timely, professional communication to clients.
- Assisted with venue setup, including table plans, signage, and dietary boards, ensuring spaces were guest-ready.
- Supported venue show rounds for prospective couples, helping present the space and answer initial questions.

### Conference and Events Team Member (Casual), EICC May 2022 - Mar 2023

- Delivered professional front-of-house support by welcoming guests, managing registrations, and responding effectively to delegate enquiries.
- Set up and transformed event spaces to precise client specifications, including staging, seating plans, and equipment layout.
- Ensured high venue standards by completing efficient room turnarounds, maintaining cleanliness, and following strict health & safety procedures.

### Production Assistant, Lammermuir Festival Sep 2022

- Supported smooth delivery of concerts by assisting backstage operations, managing transitions, and anticipating performance needs.
- Communicated clearly with production, technical, and front-of-house teams to maintain precise timing and resolve issues quickly.
- Worked collaboratively within a fast-paced festival environment, adapting to last-minute changes while maintaining a professional, calm presence.

## EDUCATION

### MSc International Marketing with Consumer Psychology Sep 2024 - Sep 2025

Heriot-Watt University, Edinburgh

- Graduated: Merit

### BA (Hons) International Festival and Event Management Sep 2021 - Jul 2024

Edinburgh Napier University

- Graduated: 1<sup>st</sup> Class Honours

### HNC Event Management Sep 2020 - May 2021

Edinburgh College

- Graduated

## AWARDS

<b>Best Student Event Award</b> National Outdoor Events Association	Nov 2025
<b>Special Recognition Award</b> Heriot-Watt University	Apr 2025
<b>Outstanding Contribution Award</b> Edinburgh Students' Charities Appeal	Apr 2025
<b>Best Diversity, Equality and Inclusion Focused Event Student</b> Association for Events Management Education	Oct 2024
<b>Outstanding Contribution to the Wider Community (Group Award)</b> Edinburgh Napier Events Society	Mar 2024
<b>Outstanding Contribution Award</b> Edinburgh Students' Charities Appeal	Apr 2023
<b>Inspiring Volunteer Award</b> Volunteer Edinburgh	Jun 2016

## VOLUNTEER EXPERIENCE

<b>Leadership and Governance Roles</b> Convener <ul style="list-style-type: none"><li><i>Fife Pride (2025 – Present)</i></li></ul> Board of Trustees <ul style="list-style-type: none"><li><i>Fife Pride (2025 – Present)</i></li><li><i>Oban Pride (2024 – Present)</i></li><li><i>Edinburgh Students' Charities Appeal (2023 – 2025)</i></li></ul> Society President <ul style="list-style-type: none"><li><i>Heriot-Watt Events Society (2024 – 2025)</i></li><li><i>Edinburgh Napier Disabled Students' Society (2023 – 2024)</i></li></ul> Class/Programme Representative <ul style="list-style-type: none"><li><i>Edinburgh Napier Students' Association (2022 – 2023)</i></li><li><i>Edinburgh College Students' Association (2019 – 2021)</i></li></ul>	Sep 2023 - Present
<b>Event Management and Coordination</b> Event Director <ul style="list-style-type: none"><li><i>Fife Pride (2025)</i></li></ul> Festival Team Leader <ul style="list-style-type: none"><li><i>Pride Edinburgh (2024 – 2025)</i></li></ul> Volunteer Supervisor <ul style="list-style-type: none"><li><i>Hidden Door Festival (2023 – 2025)</i></li></ul> Coordinator <ul style="list-style-type: none"><li><i>Meadows Marathon (2023 – 2025)</i></li><li><i>Edinburgh Napier Business School Ball (2023)</i></li><li><i>National Care Leavers Week Scotland (2016)</i></li></ul>	Oct 2016 - Present
<b>Event Day Roles</b> Event Volunteer <ul style="list-style-type: none"><li><i>West Lothian Pride (2024 – 2025)</i></li><li><i>StagEHd Festival (2022)</i></li><li><i>Lammermuir Festival (2021)</i></li><li><i>Horizons Service (2012 – 2014)</i></li><li><i>The Debate Project (2011 – 2014)</i></li></ul> Event Assistant <ul style="list-style-type: none"><li><i>Edinburgh Napier Law Ball (2024)</i></li></ul> Assistant Event Producer <ul style="list-style-type: none"><li><i>StagEHd Festival (2023)</i></li></ul> Artist Liaison <ul style="list-style-type: none"><li><i>Hidden Door Festival (2022)</i></li></ul>	Apr 2011 - Present