

Work Placement Position

Charles Sturt University: School of Business Event (Conference) Organisation Assistant

The School of Business is hosting the 15th International Australasian Business Ethics Network (ABEN) Conference, which will take place in Bathurst, NSW, from 26 to 28 November 2025. The conference focuses on ethical and sustainable practices, targeting business academics, students, and professionals. To find out more about ABEN and the event, please visit the [website](#).

Participants from across Australia and overseas will join the event in Bathurst and online. Thus, successful applicants will have a unique opportunity to be part of a dynamic, high-profile event, connect with diverse participants, gain valuable professional experience, and contribute to a memorable and impactful conference.

Subject: **Session 2 (60):** BUS223 (35hrs), BUS385 (70hrs)

Specialisation: Marketing, Management, HRM

Location: Bathurst

Availability: One position

Further information:

This placement is located at the Bathurst campus and offers an excellent opportunity to gain experience in event management, project management, communication, marketing, management, and HRM. The primary tasks for the role include:

- Working in a project management setting
- Event management for the ABEN Conference 2025
- Developing communication ideas and materials
- Organisational tasks leading up to the event
- Application of event planning during the conference
- Providing assistance with various tasks at the conference
- Post-event tasks (e.g. evaluation)

Successful applicants will have the chance to join the conference organising committee.

It is essential that successful applicants be present in person on the Bathurst Campus during the week of the conference (24-28 November 2025).

How to apply: Email cover letter, résumé, and academic transcript to the ABEN organising committee at: CSU_School_of_Business@csu.edu.au.

Closing date: Mid-September 2025
