

# Héloïse Winstone

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## Experience

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### Partnerships and Project Manager

1854 Media / *British Journal of Photography*  
Feb 2019 - Present

I manage up to 7 concurrent projects, organising the workload of a five-strong team. I am solely responsible for the production of both digital and physical exhibitions at international festivals and galleries while creating marketing campaigns to promote them. I have led the production of 5 photography books, liaising with 700 artists. I also source and develop relationships with partners and institutions worldwide.

### Partnerships and Project Officer

1854 Media / *British Journal of Photography*  
May 2018 - Feb 2019

I was the main point of contact for photographers. I managed press and PR alongside organising events for up to 1000 people. I optimised and updated the company's archive and developed a workflow system for the team. I also managed all 1854 Media award websites, using WordPress and CSS, including design, uploading, writing and auditing copy.

### Special Events Intern

Action Against Hunger  
Feb - May 2018

I assisted in the creative planning and organisation of fundraising events for up to 3000 people. I sourced auction prizes worth a total of £50,000 through research and communication with potential donors and partners, including writing sponsorship proposals and managing large databases (Raiser's Edge).

### Project Coordinator

West End Studios  
Apr - Jul 2017

I was a key member of a cross-functional production team for international events. I was the point of communication for media, stakeholders and artists, via face-to-face, email and phone, and wrote creative scripts, digital and print communications to clients' briefs.

### Photographic Assistant and Researcher

University of South Wales  
Jun 2016 & Apr 2017

I researched specific historical topics to provide context to visual imagery. I organised travel and accommodation logistics in both the US and China. Using social media, I found locations and individuals to support the artist's project.

### Company Stage Manager

New Sussex Opera  
Dec 2016 - Apr 2017

I managed a production team and cast of more than 40 people, and created an intensive rehearsal schedule. I managed communications between the venues, the cast, the director and the production team, and also managed the budget.

## Skills

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Creative and strategic thinking  
Project Management  
Partnership Development  
Artist Liaison

## Volunteering

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### NunheadKnocks

April 2020 - Present

During COVID-19, I have helped create and organise online events for our local community and 1600 volunteers.

### Help Refugees

April - June 2018

I assisted with the organisation of the 'Syrian Kitchen' pop-up restaurant, communicating with guests about the work of Help Refugees.

### New Routes Refugee and Asylum Seeker Assimilation

April - June 2018

I organised English classes whilst providing administrative support to the charity, collating information and updating databases.

## Education

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### University of East Anglia

Sep 2013 - Jul 2016

History, BA - First Class

### BHASVIC

Sep 2011 - Jul 2013

A Levels: History (A), Classical Civilisations (B), English Literature (B)