

COMMUNICATION | PR ASSISTANT (INTERNSHIP)

Priveekollektie Contemporary Art | Design – Heusden



Priveekollektie
Contemporary Art | Design

What are we looking for:

We are looking for an art gallery intern who wishes to learn more about communication and PR in an internationally operating business. It's a hands-on role that requires a candidate with strong desire to learn.

What you will be doing:

- Contact person for fair organizations and delivering (online) information required for PR regarding international fairs;
- Responsible for updating and maintenance of our website and accounts on online art platforms like Artnet and Artsy;
- Responsible for maintaining & creating content for social media (Instagram, Facebook, Twitter);
- Writing and producing content (press releases, PR pitches, invitations, etc.) for the gallery's events;

Requirements:

- 3rd or 4th year student in Communications/PR or similar degree;
- Professional outlook, independent, dedicated, energetic, pro-active;
- Interest in art and design;
- Flexibility (occasionally we need you to be present during the weekend for exhibition openings and such);
- Good command of English, both spoken and written, is required. Other languages (French, German, Spanish) are a plus;
- Experience with WordPress and Mailchimp is a plus;
- Ability to work both independently and in a team pro-actively is highly recommended;
- Availability of at least 3 months with 32 hrs./week is preferred. Hours are negotiable;
- **Starting from January 2021;**

Who we are:

Priveekollektie Contemporary Art | Design represents internationally recognized artists, and designers and provides young and upcoming talents with a platform for showing their exceptional collectible design and art pieces. Key in the collection is the combination of contemporary art and limited-edition design and the crossing of the fine line between both disciplines.

What we can offer you:

- A flat organization structure where you can have your say;
- An easy-going and friendly atmosphere where we work and play hard;
- A great learning experience in a team of professionals with extensive knowledge and experience in the field;
- An opportunity to expand your network internationally;

How to apply?

Please submit your application letter and cv by email in English (attachments in PDF, max. 5MB) before 01.11.2020 to gallery director – Miriam van Dijk:
gallery@priveekollektie.art.