

DANK Haus German American Cultural Center

DANK Cinema

Internship Title:	Cinema Internship
Company Status:	nonprofit organization
Pay Status:	Unpaid
Hours:	10-20 hours per week
Start/End Dates:	January – April, May – August or September – December
Application Deadline:	December 15, April 15 or August 15

Essential Duties:

The DANK Haus German American Cultural Center is looking for a motivated student interested in contributing to and becoming an integral part of the cinema-based cultural programming at the DANK Haus German American Cultural Center. The duties of the intern will include, but are not limited to:

- Research German cinema, both contemporary and classic, with the intent of scheduling critically-acclaimed and culturally relevant films
- Produce German Cinema Now program every fourth Friday evening
- Assist with Kino, Kaffee und Kuchen program select Saturday afternoons
- Work closely with the Marketing team to expand press contacts to include the local cinema community
- Conduct research of local film festivals regarding potential involvement
- Communicate with other organizations featuring culturally focused film programs
- Contribute to print material design, production and distribution

Required Knowledge, Skills, Qualities and Abilities

- Commitment to the DANK Haus German American Cultural Center's mission of preserving and promoting German culture and language
- Excellent written and verbal communication skills
- Passion for and/or experience with international cinema
- Proficiency in Microsoft Office, Adobe Creative Suite, the Internet and familiarity with Macs
- Willing, resourceful, positive and forward-thinking