

DART DANCE COMPANY is searching for an Intern for our PR activities starting in January

Dart Dance Company is a contemporary dance company, based in Berlin, founded in 2013 in Budapest by Artistic Director Kinga Vargova. DART is quickly growing and affirming itself in the Berlin performing art scene and has already performed in 12 different countries around the globe. DART Dance Company is looking for a PR intern who is responsible to assist the company in our Social Media activities as well as with our Box Office Strategy and general communications for the company.

DART's Website: en.dart.theater

This job would entail the following:

- Contributing ideas to the social media content calendar
- Selling our productions to theatres in Germany and internationally
- Managing and communicating with theatres regarding productions
- Researching brand partnership opportunities
- Assembling and analysing box offices sales reports to help prepare marketing strategies and objectives
- Organising marketing reports and archival documents
- Maintaining research databases
- Helping with the day-to-day tasks and other Marketing duties as assigned

Position Qualifications:

Must have excellent writing and communication skills. Must have great attention to detail, have ability to meet strict deadlines, and be able to work efficiently. This position is available to those who are about to graduate and have some book knowledge which they would like to combine with practical experience at our company. Proficiency in Microsoft Word, Excel, and PowerPoint. Knowledge of dance and performing arts preferred.

