



Do you want to help out with organizing and producing ASFF, watch fantastic films and meet lots of interesting people, all while improving your skills and knowledge in the field? Then you should consider becoming an intern for ASFF 2019!

These internships are great for people interested in films and Spanish Culture. It is our goal to give interns a taste of what it takes to organize and produce a film festival, while working in a fun and interesting environment.

Period: mid February - mid June

Application Deadline: Open Until Filled POSITION

The internship is unpaid. Students are often able to arrange academic credits. Students should check with their individual academic institutions for requirements.

How to Apply: Please apply sending your CV/resume to

Laura Cabrera

coordinator@sinfincinema.com

## **ASFF Production Assistant**

ASFF is looking for a Production Assistant to join us at the office for the upcoming edition of the festival that will take place at the end of May - beginning of June 2019.

As a Production Assistant you will be working together and under the supervision of the Festival Coordinator towards the completion of the annual festival and side events.

During the festival your tasks will include to make sure everything runs smoothly together with our Festival Coordinator.

## **We offer you**

- The chance to work at an extraordinary and exciting festival
- Insight into the overall organization of the festival
- A workplace in Amsterdam
- A vast network in Amsterdam and surroundings
- Access to the screenings in the free time

## The intern will learn and primarily focus on:

- General Administrative Support
- Data Entry
- Establishing and maintaining contact with production companies and distributors, and other third parties
- Manage materials of selected films, digital transfers and/or DCPs with related KDMs
- Film traffic tracking and paperwork
- Assist in the coordination of the Educational Program
- Assist in the coordination of Volunteers
- Assist in the design and production of the different events and venues
- Assist with the logistic of the festival
- Floormanager during the festival. Will be in charge of the main venue of the festival and assist the coordination of the other venues.
- Collaborating with all of the other festival departments (Hospitality, Communication...)
- Other projects may be assigned as the opportunity arises and match the intern's interests and abilities.

## Qualifications and requirements

We are looking for an enthusiastic, self-motivated and detail-oriented intern to help us unite the community and promote Spanish Cinema in the Netherlands.

- Affinity for films and festivals, and Spanish Culture
- Excellent command of English, both written and verbal
- Having experience with the work process of a festival or similar event is a plus but not a must
- Detail-oriented, team-player, and able to *work* under multiple deadlines
- You are proactive and can work independently
- Available 2-3 days per week from mid. Feb on (16-24h per week) and increasing as the festival approaches
- Full availability during the festival week (end of May - beginning of June)