

## SOCIAL MEDIA INTERN

### The European Fine Art Foundation (TEFAF)

Regarded as the world's leading art organization, our [TEFAF](#) Fairs set the standard for excellence in the art market. We are looking for a part-time Social Media Intern for a duration of 3-4 months to support the Content Team and then full time from September 1-17, 2021, during TEFAF Online (September 9-13, 2021).

The Internship would ideally start July or mid-July and will be compensated between €500/650 euros per month.

#### Job Overview

- Generate, edit, publish, and share engaging content daily (e.g., original text, photos, videos, and news)
- Help to monitor SEO and web traffic metrics, define most important social media KPIs
- Use social media marketing tools such as Buffer, Hootsuite, Curalate
- Work with copywriters and content creators to ensure content is informative and appealing
- Communicate with followers, respond to queries in a timely manner, and monitor customer engagement
- Stay up-to-date with current technologies and trends in social media, design tools and applications

#### Qualifications

- Social media experience
- Bachelor's degree in business, marketing, art history, public relations, or related field
- Excellent copywriting skills
- Ability to deliver creative content (text, image, and video)
- Excellent knowledge of Facebook, Twitter, LinkedIn, Pinterest, Instagram, Google+, and other social media best practices
- Strong computer skills using Microsoft Office and Adobe Suites
- Simultaneously work toward many company initiatives at once
- Solid knowledge of Photoshop and Adobe Suite
- Knowledge of online marketing channels
- Excellent communication skills
- Analytical and multitasking skills
- Ability to work individually on own initiative and as part of a team.
- Proactive with excellent organization skills.

#### Working Conditions

- Amsterdam-based recommended
- Free to work remotely and come to the office (the position will be required to work a combination of onsite and remote)
- Flexibility with working hours, including some evenings and weekends when business needs require
- During the duration of the internship, TEFAF will provide a work phone and laptop.

Please submit your CV, motivation letter and portfolio of your social media experience to [social@tefaf.com](mailto:social@tefaf.com).

Please note: Due to the high volume of applicants, we are only able to contact those candidates whose skills and backgrounds best fit the needs of the open position.