

TEFAF – Social Media Intern

ABOUT TEFAF

Established in 1988, The European Fine Art Foundation (TEFAF) is widely regarded as the world's preeminent organization for fine art, antiques, and design. TEFAF runs two fairs internationally - TEFAF Maastricht, which covers 7,000 years of art history, and TEFAF New York, focused on Modern and Contemporary Art & Design.

In 2022, TEFAF Maastricht will take place March 12-20 and TEFAF New York will take place May 6-10.

JOB OVERVIEW

The Social Media Intern will contribute to TEFAF's growing social media presence, assisting with content production, ongoing management, and reporting on a regular basis. Reporting to the Social Media Manager, this role will liaise with stakeholders throughout the organization to bring the world of TEFAF online across channels.

DUTIES

- Generate, edit, publish, and share engaging content daily (e.g. original text, photos, videos, and news)
- Help to monitor social media performance across channels
- Use social media marketing tools such as Buffer, Hootsuite, Curalate (Social Commerce), etc.
- 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

- Experience with social media in a brand context required
- BA in business, marketing, art history, public relations, or related field
- Excellent copywriting and communications skills with a sharp eye for detail
- Ability to identify and produce creative content (text, image, and video)
- Excellent knowledge of Facebook, Twitter, LinkedIn, Pinterest, Instagram, and other social media best practices

- Strong computer skills using Microsoft Office and Adobe Suite
- Proactive team player with excellent organization skills

WORKING FOR TEFAF

- Amsterdam-based preferred
- 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

Please note this is a paid internship with a monthly stipend of €400 euros. If this vacancy appeals to you, please submit your CV and cover letter to hr@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 this vacancy.