

*WAN-IFRA, based in Paris, France, and Frankfurt, Germany, with subsidiaries in Singapore and India, is the global organization of the world's newspapers and news publishers. It represents more than 18,000 publications, 15,000 online sites and over 3,000 companies in more than 120 countries. Its core mission is to defend and promote press freedom, quality journalism and editorial integrity and the development of prosperous businesses.*

WAN-IFRA is looking for an

## **Marketing Intern for Middle East and/or Global Events (f/m)**

for our team based in Frankfurt am Main, Germany.

### **Duration: 6 - 9 months starting November 2017**

In this position you will assist the responsible project managers with the marketing, organization and production of our regional flagship event "Annual Middle East Conference 2018", which will take place in UAE or KSA in Feb/March 2017 and/or our global flagship event "World News Media Congress 2018", which will take place in Portugal in June 2018.

### **Your tasks**

- Assisting the Project Managers
- Advertise the event via social media (Facebook, Twitter, Xing, Linked-In)
- Assisting with the production of marketing materials (web banners, posters, flyers, newsletters) in print and online
- Writing content for our blog and website
- Assisting with various administrative international event duties
- Taking care of participants and speakers of the event (information letters, special requests)

### **Your profile**

- Graduate or Student (business administration / marketing management / tourism or similar)
- Some previous office-based work experience
- Fluent in spoken and written English is a must. Knowledge of Arabic, German, Spanish or French is a big plus
- Able to work with Adobe Creative Suite (InDesign, Photoshop)
- Excellent communication, time management and organizational skills
- Knowledge of social media and MS Office, knowledge of HTML is an asset
- Enthusiastic, self-motivated and outgoing
- Work permit for Germany

### **Your benefits**

- The opportunity to work for an international organization, the World Association of Newspapers and News Publishers
- To be involved in Arabic events and communication building
- Gain an insight into all aspects of project planning and management
- An engaging, fun and international working environment, with many international contacts
- Salary suitable for an internship

We are looking forward to receiving your application. Please send your application via email in one file, including your motivation letter, CV and your references to

WAN-IFRA  
Human Resources  
Rotfeder-Ring 11  
60327 Frankfurt am Main  
E-mail: [job@wan-ifra.org](mailto:job@wan-ifra.org)