

Street arts and circus agency HH Producties has a job offer for an all-round intern

32 hours per week

Who are we

HH Producties is an innovative street arts, circus and theatre agency cooperating with national and international companies and organisations. Our main goal is to introduce arts to a large audience and to develop especially the street arts sector which has been neglected for a long time.

We assist companies in the area of marketing, administration, touring production and financial settlement, and we also offer programming and consultancy services to festival organisers. For the upcoming season, we will be working with 12 companies to tour their performances in Europe and beyond, and we will put together an outdoor programme for 2 festivals in the Netherlands.

**From the 1st of February onwards
We are looking for a motivated all-round intern
for 32 hours (4 days)
for at least 6 months**

Job description

You will be part of the team and support us with all the different tasks which come across our desks on a daily basis.

- Linking between companies and programmers concerning production matters
- Setting up contracts and checklists
- Finding out travel solutions for companies invited to far away festivals
- Sending out publicity information to programmers
- Keeping artistic dossiers and riders up to date
- Keeping the database up to date

Who are we looking for?

We are looking for an enthusiastic and accurate student in his/her 3rd or 4th year of university.

You are flexible, multitasker, can deal with stress and take initiative.

You are interested in outdoor arts.

You can work with MS Office and express yourself in English and French.

You don't have a 9 to 5 mentality.

What do we offer?

- A dynamic organisation with an enthusiastic team in the Hoofddorppelein area in Amsterdam
- A placement fee between € 250,- to €300,- per month
- The possibility to learn many different things
- The opportunity to visit several festivals

Are you interested in this job offer?

Please do send your CV and cover letter to HH Producties att. Huub Heye via

huub@hhproducties.nl

Closing date 1st of December 2016