

FLATPACK FESTIVAL

Unit 118, Scott House, The Custard Factory,
Gibb Street, Birmingham
B9 4AA

Flatpack Festival III

Web Editor Internship

P/T December 2008 - March 2009

Entering its third year, Flatpack Festival explores the colourful fringes of moving image culture. For 5 days in March 2009, Flatpack will animate warehouses, cinemas, galleries and shop windows across Birmingham with a programme of live events, installations, film screenings, talks and much more.

We are looking for an enthusiastic intern to manage the festival's online presence.

Responsibilities include:

Preparing the website for launch in January 2009 and maintaining it with news, programme details and links.

Keeping a regular blog for the festival, writing features and conducting interviews. Encouraging traffic to the website.

Keeping an overview of Flatpack's web presence and managing social networking sites and other online promotion.

Ensuring that the website and online presence is alive and evolving with frequent updates and fresh content.

Essential Skills

Candidates must have:

Excellent communications and organisational skills.

Excellent people skills and an understanding of Flatpack's audience- a light public touch.

An interest in new film, art and moving image culture.

Ability to blog, maintain 'house style' and write knowledgeably about the Flatpack programme and related activity.

Experience in managing web-activity.

Ability to work flexibly, from home and at the Flatpack Festival office.

Ability to work with a team.

Fluent in HTML

Desirable Skills

Useful but not essential:

Experience in graphic design and photo-editing

What's in it for me?

As Web Editor intern you will gain invaluable experience as an essential part of the festival team. With regular supervision we will ensure you are getting the most out of your time with us and give you a reference on completion. There is no salary but travel expenses will be paid.

How do I apply?

Please provide a covering letter outlining your suitability for the job as well as a CV and samples of written material or links to previous web-related work you have done. Deadline for applications is **4 November 2008**. Candidates may be contacted for an interview in mid-November.

Please apply in writing or email to:

Pip McKnight
Flatpack Festival
Unit 118 Scott House
The Custard Factory
Gibb Street
Birmingham
B9 4AA
Email: pip@7inch.org.uk
Tel: 0121 771 1509

For more information see:

<http://www.flatpackfestival.org.uk>

<http://www.7inch.org.uk>

If you have any questions, please don't hesitate to get in touch.