



## **INTERNSHIP AT THE CONSULATE GENERAL IN CHICAGO MARKETING & COMMUNICATION**

**Do you have flair for communicating complex topics in a clear and understandable way? And do you want to promote sustainable Danish export in the U.S.? Then you might be our next marketing and communication intern.**



The Consulate General of Denmark in Chicago is looking for a highly motivated and qualified intern to assist with our marketing and communication efforts. You will be promoting The Trade Council in North America's energy and environment activities and attracting Danish companies to explore their export potential across the Atlantic.

We collaborate closely with our colleagues across at the Danish missions in Houston, Silicon Valley and Washington D.C., as well the Ministry of Foreign Affairs in Copenhagen. We strive to be first-movers in developing new ways to promote Danish export abroad.

The internship is 6 months from February 1, 2021 – July 31, 2021.

### **THE POSITION**

Through the internship, you will play an important role in the marketing and communication team, which consists of two employees located in Chicago and Houston, and you will be an integrated part of the Energy & Environment team that consist of app. 40 employees across the Danish missions in North America.

Your daily tasks include, but are not limited to:

- Support the daily social media efforts (LinkedIn and Twitter)
- Write articles
- Develop and update marketing materials in InDesign and Photoshop
- Video production and editing
- Write and setup newsletters for the Danish community in Chicago
- Administrative tasks, which also include helping out with our daily routines at the office.

### **THE CANDIDATE**

- You are enrolled at a higher educational institution focusing on communication, journalism, media, or marketing.
- Fluency in English (oral and written) is required.
- Video editing skills as well as office package skills are expected.
- Our ideal candidate has a flair for visual and graphical storytelling
- Experience with Photoshop and InDesign is advantageous but not a prerequisite.

The candidate should possess an independent drive along with a positive attitude when engaging in new tasks. We value that you possess a high level of integrity, creativity and curiosity. Being open, credible and observant are additional important characteristics. As the work pace will fluctuate and increase, the candidate should be able to maintain a clear perspective and focus in stressful situations.

Interns are responsible for own expenses, i.e. plane tickets and renting of rooms or apartments. The Consulate General of Denmark in Chicago provides 4,000 DKK/month towards documented rental costs.

### **ABOUT US**

The Consulate General is located at the 39<sup>th</sup> floor in the John Hancock Center in the center of Chicago, and has app. 15 employees. We value a social atmosphere, which is why we have Friday bar, a cinema club, poker tournaments and a themed summer party.

### **THE APPLICATION**

If you have any questions about the position or living in Chicago, please contact Head of Marketing & Digital Stine Lundov at [stilud@um.dk](mailto:stilud@um.dk). We will conduct the interviews on an ongoing basis, thus send your application as soon as possible and no later than **September 15, 2020**.

Applications should be addressed "*Marcom Intern Application: [Name]*" and sent in **one PDF** by e-mail to [stilud@um.dk](mailto:stilud@um.dk) with enclosed motivational letter (max. one page), CV, exam results and relevant recommendations. Application must be in English.