



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

**Do you want to promote Denmark in Chicago as well as support sustainable Danish export in the U.S.? Do you have flair for communicating complex topics in a clear and understandable way? Are you comfortable with using social media platforms effectively?**



The Consulate General in Chicago is looking for a highly motivated and qualified intern to assist with our marketing and communication efforts from the Danish Consulate General in Chicago. The marketing and communication intern is dedicated to assist with the promotion of 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, New York, 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 August 1, 2020 – January 31, 2021.

### **THE POSITION**

Through the internship, you will play an important role in the Consulate General's marketing and communication initiatives and be an integrated part of the Energy & Environment team. You will work to promote sustainable Danish technologies to U.S. stakeholders and support the outreach and relationship to Danes living in Chicago. You will be in weekly contact with team members from our North American offices and will play a key role in developing and executing the Consulate General's communication activities.

Your daily tasks include, but are not limited to:

- Write articles for web and external media
- Support the daily social media efforts (LinkedIn and Twitter)
- Develop marketing materials in InDesign and Photoshop for the Consulate General and The Trade Council in North America
- Video production and editing
- Write newsletters for the Danish community in Chicago
- Pitch stories to the Danish press
- Administrative tasks, which also include helping out with our daily routines at the office.

You will be hired as part of the Marketing & Communication department at the Consulate General in Chicago and be included in the Consulate General's staff team consisting of 15 employees.

## THE CANDIDATE

- You are enrolled at a higher educational institution focusing on journalism, media, communication or the like.
- 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 with a broad knowledge on how to utilize social media platforms.
- 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 and creativity along curiosity and personal drive. 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.

If you have any questions about the position or living in Chicago, please contact Marketing & Communication Advisor Stine Lundov at [stilud@um.dk](mailto:stilud@um.dk).

## THE APPLICATION

Applications should be addressed "*Marcom Intern Application: [Name]*" and sent in **one PDF** to the Consulate General by e-mail to [ordgkl@um.dk](mailto:ordgkl@um.dk) with enclosed motivational letter (max. one page), CV, exam results and relevant recommendations. Applications must be in English. **Deadline for application: March 1, 2020.**