



The Next Day

Internship – Film Assistant

Background

The Next Day Agency is a film company specialising in production, communications, event management and release strategy between Chinese language countries, the UK and Europe. Established in December 2015, the company was founded by CEO James Mudge and Cen Qiu, with bases in London and Beijing.

The Role

The Next Day is seeking an intern to assist with film promotional work, Chinese language social media and production. The role will involve remote working, with regular meetings in London with James Mudge and liaising with Cen Qiu as required. The intern will also be involved in any events and client projects as they arise.

Internship Description

- Promotion – assist with projects promoting the release of Chinese films in the UK and Europe, including designing and running Chinese language social media campaigns using WeChat and Weibo, researching contacts and administration
- Media and PR – assist with the running of press and media campaigns
- Production – work on several production projects, including an upcoming documentary, short films and other projects
- Administration – assist with general administrative tasks as required, including English-Chinese translation

Person Specification

- Educated to degree standard or currently undertaking degree - Film, art or cultural research related candidates preferred, though not required
- Fluent in Mandarin and English (written and spoken)
- Skills and experience in running social media campaigns and promotional activities, primarily WeChat and Weibo
- Basic IT skills and competence in Microsoft Office – experience with website maintenance (e.g. Wix) an advantage
- Organised, disciplined and capable of multi-tasking and remote working
- Design experience an advantage
- No previous work experience required, though experience in a similar role or in field advantageous, and a passion for film, art, and cultural exchange is a must

Notes

- This is an unpaid internship opportunity, though one which will provide valuable film industry experience and contacts
- Food and transport costs may be provided in certain situations
- Initial duration 3 months, approximately 1-2 days per week

To apply, please send your CV and cover letter via email to james.tndagency@gmail.com