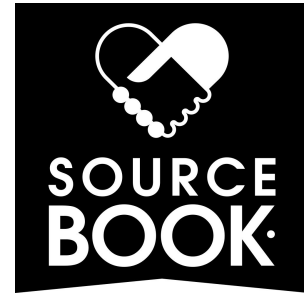


Community & Event Management Internship

[Sourcebook](#) is a consulting and matchmaking agency for the fashion and textiles industry, with a focus on sustainable innovation and transparent supply chains. We also engineer a range of innovation platforms – such as hackathons, exhibitions, conferences and think tanks – which frequently take place at leading textile trade fairs.



We are looking for an intern to assist our team with Community, Office & Event Management from our beautiful and sunny office in Berlin Kreuzberg, which we share with two other like-minded companies: [circular.fashion](#) & Kaleidoscope: creative directors of [Neonyt](#).

This opportunity is for full-time students who are required to complete a mandatory study-related internship as part of a university degree or academic course, and is therefore unpaid. The role is part-time (max. 20 hours a week) for 3 to 6 months, with flexible hours upon prior consultation with the management.

Your tasks:

- Supporting content creation for our website and social media channels
- Development of PR and marketing strategies
- Attending to and maintaining the community, as well as updating the website
- Research and content generation (newsletter, meetups)
- Help with organisation and management of events
- Attending and documenting fashion shows, conferences and trade fairs
- Maintenance and analysis of platform data
- Basic accounting and correspondence with clients

Your profile:

- Enrolled full-time student required to undertake a study-related internship
- Experience or interest in sustainable fashion and textile innovation an advantage
- Experience or interest in online marketing a plus
- Excellent communicator, reliable team player and not afraid to pick up the phone ;)
- Working knowledge of Google Suite
- Fluent German and English, spoken and written

Our offer:

- Exciting vacancy at an established agency
- Opportunity to work closely with international clients as well as [circular.fashion](#), [Neonyt](#) and [Future Fashion Forward](#), who take care of [Fashion Revolution](#) activity in Germany
- Option to extend working relationship
- Work in the lively Lausitzer Platz / Görlitzer Bahnhof area in Kreuzberg

Interested? Please send your CV and a short motivational letter to Gitta Paris: gitta@sourcebook.eu by the end of August 2019. For further questions please do not hesitate to contact Gitta by phone: +49 30 403 679 179. We look forward to receiving your application!