

Internship Opportunity with KOREAN FILM FESTIVAL CANADA (KFFC) Summer 2024

POSITION:	Intern
LOCATION:	Montreal, Quebec. In-person: intern is expected to intern at the host organization office location.
DESCRIPTION OF HOST ORGANIZATION:	Arts East-West, a Montreal-based international non-profit organization established in 1996 (formerly Ciné-Asie), is dedicated to fostering cross-cultural connections. Our flagship initiatives include the Korean Film Festival Canada (KFFC), Asian Art Publication Lab (AAPLab), and Gallery East-West (GEW), all unified by the mantra "Where East meets West." Emphasizing Asian empowerment and diasporic arts through cinema, new media, and visual arts, our pioneering projects encompass exhibitions, seminars, workshops, and publications, creating platforms for Asian artistic expression. While our core focus has been Korean and East Asian arts, we're broadening our scope to encompass Pan-Asian diasporic communities. Central to our mission is nurturing the next generation of artists and their communities in Canada and beyond, fostering artistic and cultural exchanges between Asia and Canada.
INTERN'S DUTIES AND RESPONSIBILITIES:	<p>For this internship we are looking for someone to:</p> <ul style="list-style-type: none"> • assist us with the day-to-day management of our Montreal-based projects (including the 11th Korean Film Festival Canada) • help us plan future projects including the 2025 edition • liaise with our partners and develop new partnerships • assist with grant-writing and fund-raising. <p>This intern will gain valuable experience in all aspects of the management of running an NFP focusing on arts-based programming and dedicated to the principles of EDI. A core opportunity of this internship is the chance to work with the <i>11th Korean Film Festival Canada</i>: May 15th to June 1st, 2024 and to assist in planning for the 2025 edition. Our festival serves as a dynamic platform showcasing emerging Asian-Quebecois artists in the realm of Media Arts and film. Beyond entertainment, we actively cultivate engagement through discussions and networking events, fostering meaningful connections among artists. Our mission is to promote and empower Asian-Quebecois filmmakers and media artists, contributing to greater representation in Quebec's vibrant arts landscape.</p>
HOST ORGANIZATION REQUIREMENTS:	<ul style="list-style-type: none"> - Proficiency in coordination using attentive communication and specific Microsoft/Google software is essential for this position. - Proficiency in social media marketing and graphic design would be valued. - Knowledge of Asian cinema and French is highly advantageous. - Familiarity with the Montreal cultural landscape, particularly its experimental and underground scenes, would be beneficial. - An inclination towards working autonomously and engaging with communities in Montreal is desirable. - We prioritize candidates from BIPOC and other traditionally marginalized communities and identities.

HOURS:	20 hours per week
DATES:	12 weeks starting May 6, 2024.
RENUMERATION:	\$3,840 CAD issued to the intern through a Faculty of Arts Internship Award.
HOW TO APPLY:	Students must complete the online Arts Internship Application Form available on the AIO website: https://www.mcgill.ca/arts-internships/internships/postings
APPLICATION DEADLINE:	February 11, 2024
ELIGIBILITY:	<ul style="list-style-type: none"> - Full-time McGill Faculty of Arts students (B.A., B.A & Sc., BSW, B.Th., M.A., MSW, MIS) - Minimum CGPA of 2.7* - Returning to McGill in the same program in the fall semester following the internship - Fulfill Faculty of Arts requirements as outlined in the Interns Handbook https://www.mcgill.ca/arts-internships/resources - Provide proof of medical insurance for duration of internship
COSTS:	The intern is responsible for all costs associated with the internship including transportation, accommodations, etc.
TRAVEL ARRANGEMENTS:	Preparing travel arrangements to and from the internship host organization is the responsibility of the intern.
ACCOMMODATIONS:	Finding suitable lodging during the internship is the responsibility of the intern.
ENTRY REQUIREMENTS:	Interns are responsible for informing themselves of what entry requirements are required to visit and work as an intern in the internship host country. These may include a visa, work permit, passport valid for at least 6 months after entry, and proof of certain vaccinations. <u>The intern is responsible for acquiring all necessary documents in time for the beginning of their internship.</u>

Please Note:

**If you feel you have experienced barriers which have had an impact on your academic performance and wish to highlight these to the selection committee, the documents/comments will be taken into consideration.*

We will get back to you shortly after the deadline if you are selected for an interview. The Arts Internship Office will then transmit the selected applications to the host organization, which will ultimately be responsible for the selection of the candidate(s). Students who do not receive offers will be notified on a rolling basis as decisions are made.