

T H E P O S T E R C L U B

PR & Communications Coordinator (student job)

For our office in Copenhagen we are looking for a PR & Communications Coordinator to join our team.

As a PR & Communications Coordinator you will be working with a series of key tasks and be the main responsible for our external communications.

This includes planning and creating content for newsletters and our website (interviews with artists, relevant stories and product features etc) but also writing and sending out press releases to magazines and trade publications worldwide when launching new products.

You will also be responsible for our social media collaborations, both answering all incoming requests but also actively trying to identify new interesting collaborations.

Other tasks includes maintaining our image bank, different ad-hoc assignments and participating in various projects.

Your main responsibilities and tasks:

- Creating website content
- Newsletters (for our customers and retailers)
- Press Releases and follow up
- Updating and maintaining our Imagebank
- Collaborations with influencers

Skills and Qualifications:

- Speaks and writes English excellent/fluent
- Strong communicative skills
- Well structured and able to work independently

As nearly all communications will be in English it is important that your English is excellent, especially in writing, and that you are able to communicate clearly in a both inspiring and professional way.

Relevant experience is of course a plus, but not a must to apply for this position. Personality, good communicative skills and a natural interest for interior design and/or art is equally important.

We offer you:

- A fun and relaxed working environment
- Good office facilities, including access to a private roof top terrace (we share a large studio space with a photographer)
- Flexible working hours
- The chance to join a fast growing company with good opportunities for personal development and increased responsibilities.

About us

Established in Copenhagen in 2014, THE POSTER CLUB has become internationally renowned as one of the leading places to source high quality affordable art prints and posters. Most of the art

prints are exclusive collaborations with various artists, designers and photographers. Today THE POSTER CLUB is also selling its own curated collection of art prints worldwide both through their own website and selected retailers in more than 30 countries around the world. More info at theposterclub.com

This position is a student job and will mainly be carried out from our Copenhagen office. The weekly working time is approximately 10-15 hours. Salary will be based on qualifications.

Please send your cover letter, CV and a current photo by e-mail to job@theposterclub.com with the subject "PR & Communications Coordinator".

Application deadline is June 30, 2019.

Start date: As soon as possible.

Applications can be submitted in Danish or English.

If you wish to know more about this position or have any questions feel free to contact Thomas Nissen on thomas@theposterclub.com or phone +45 26715126.