

International Leipzig Festival for Documentary and Animated Film

Description:

DOK Leipzig is the largest German and second largest European festival for creative documentary films, animations and interactive works. The previous festival edition gathered around 50.000 visitors. DOK Leipzig is also an important meeting point for the German and international documentary film industry. In addition to the over 300 films screened, the festival offers more than 70 events and parties during the festival week.

The success of DOK Leipzig is based on creating positive, professional and fun environment for our audience, filmmakers and guests. We work with a lot of different enthusiastic volunteers to create the unique DOK Leipzig atmosphere and to ensure our festival guests and visitors have the best possible festival experience. Our staff and volunteers are our greatest assets, because they are often the first and the last impression of the festival.

Leipzig is located in the northwest of the Free State of Saxony. The city and its 500,000 inhabitants became known throughout the world in the fall of 1989 as the center of the peaceful revolutionary movement in East Germany. It is home to the second oldest university in Germany as well as serving as an important trade fair center. Around 1 million people visit Leipzig every year, enjoying the city's lively atmosphere and diverse cultural offerings.

Tasks:

The future volunteer will get first an introduction into all areas of the Festival and receive a general insight and overview. In addition, the volunteer will be introduced into the technical processes, communication (website), socialmedia (facebook and instagram). Also the volunteer will work in the field of Volunteer coordination for the DOK-festival.

As volunteer you will get to know the whole preparation and organisation process of the festival during the EVS and work active in it. You will NOT make films. The tasks are within the organisation of the festival.

After introduction and orientation the two future volunteers will focus on working on one of these two working fields:

1) Public relations:

campaign planning, project management, media planning/print management, contact with / support of journalists, database and website, online redaction, press review, communication on the website, socialmedia like facebook and instagram and furthermore the assistance in coordination of volunteers for DOK-festival

2) Programme

support the film entry process, transfer films into the database, research and request film entries, support the programm coordination, communication with film makers, support the coordination of cooperations, support the coordination of Q&As and additional programme events

In addition, there will be realised several project days towards topics of solidarity in europe / participation / social projects for all EVS volunteers. The volunteers have to take part, learn and to realise an own social idea. They should also inform about social project in their homecountry and present it to the others. Furthermore, volunteers are asked to make a presentation about his/her EVS and / or other mobility possibilities in Europe in a school class.

Selection process:

Please complete the online questionnaire you find on our page. We collect all applications until the 30th May 2019, then all applications that are complete will be forwarded to the responsables of the hosting organisation who decide about the candidate. The selection process takes 1-2 months. You will get an answer during or latest after 2 months.

Selection criteria:

Potential volunteers should be interested in documentary and animated film movies and should bring enthusiasm for films but also a sense for technics / working at the computer, communication and public relations.

Furthermore, very good knowledge of English and basic knowledge of the German language is important (office languages are German and English, all staff speak English).

Link to DOK <https://www.dok-leipzig.de/>