

SALES AND FESTIVALS INTERN
6-Month Paid Internship
Location: Berlin and/or Paris

Company: Coproduction Office
Sector: Film & Cultural Industries
Compensation: €1,200/month gross (before taxes)
Duration: 6 months, full-time
Start Date: Based on availability

We are looking for a globally minded, results-oriented colleague with strong organisational skills and a keen interest in culture to join our team of thirty, working in a dynamic and international environment. You will start as an intern, assisting our Sales & Marketing team, with the potential to transition into a full-time role.

COMPANY PROFILE

Based in Paris and Berlin, Coproduction Office is a leading international distributor and producer of bold, auteur-driven films, known for their daring content and distinctive cinematic language.

Founded by Philippe Bober, Coproduction Office has been instrumental in launching and supporting the careers of pioneering directors.* Bober has produced over forty films, most of which have been selected for the main competitions at Cannes, Venice, and Berlin. These films have garnered numerous prestigious awards, including: the Golden Lion in Venice for Roy Andersson's *A Pigeon Sat on a Branch Reflecting on Existence* (2014), and two Palme d'Or at Cannes for Ruben Östlund's *The Square* (2017) and *Triangle of Sadness* (2022).

Our international sales division represents films produced by Philippe Bober, selected acquisitions, and restored classics by master filmmakers such as Roberto Rossellini, Márta Mészáros, and Konrad Wolf. Over the past decade, Coproduction Office has also expanded organically, diversifying its activities to include:

- The production of visual art
- An art gallery
- A wine bar in Berlin and the import of organic wines

We offer an international, collaborative, and fast-paced workplace. Team members benefit from strong collegial support, meaningful responsibilities, cross-departmental involvement, and opportunities for career advancement — all while contributing to the work of some of today's most exciting and visionary directors and artists.

**Roy Andersson, Jessica Hausner, Kornél Mundruczó, Ruben Östlund, Cristi Puiu, Carlos Reygadas, Ulrich Seidl, Lars von Trier, Lou Ye*

JOB OUTLINE

As a Sales Intern, you will support the team with tasks including:

- Assist our sales executives with the market preparation and during markets (scheduling meetings, researching distributors, preparing documents and presentations on our films, assisting on the logistics, etc.).
- Follow up with international distributors after the markets (preparing information on films, screeners, and others).
- Search for prospective partners (market studies); improve and update the clients and sales database and contacts list.
- Assist the sales team in the negotiation for film sales, for example by reflecting on selling points and gathering information on a film.
- Assist with the redaction of contracts and other administrative tasks (notarization process, registration of contracts, etc.)

- Follow up with our international distributors to track the films' releases (release dates, admission numbers, marketing elements).
- Support the management of MEDIA Creative Europe funding, both internally and in collaboration with our European distributors (application and reporting).
- Keep track of expiring contracts and get in touch with distributors to negotiate renewals.
- Assist the sales team in the preparation of sales strategies (reflect on pitching and ideas for retrospectives and collections).

You will:

- Gain oversight on various aspects of the company, including finance and production
- Work in a multilingual, friendly, and motivational environment
- Obtain valuable experience working with the sales and marketing team, as well as with the founder Philippe Bober on unique award-winning films

You are:

- A native or fully fluent English-speaker with excellent command of French and/or German. Other languages are a plus.
- Detail-oriented and deadline-focused
- Precise, Proficient with Excel and databases.
- A cinephile with a strong interest in film distribution and marketing.
- Able to think outside the boxes.
- Able to demonstrate previous experience in the film industry.
- Flexible and proactive

We want to hear from you! Please send your resume and a cover letter explaining why you are the ideal candidate for this position to: staff@coproductionoffice.eu. If you have any questions regarding your application, feel free to contact us at the same email address.

(NB: Our recruitment team is working remotely and cannot be reached by phone at our Paris or Berlin offices).