



## Save, Share and Explore the Art of Asian Cinema

Asian Film Archive (AFA) is a transnational archive focused on preserving the cinematic treasures of Asia. Aside from housing the gems of the Asian cinematic world, it is also a vibrant hub of activity. It organises a wide variety of events to enable audiences to develop a deeper understanding and appreciation for the language, art, and industry of the film media.

AFA is looking for two (2) interns from **January to June 2023** to work full-time during the 6-month period. AFA adopts a hybrid working arrangement. This will be a paid internship. The job scope includes but is not limited to:

### **Intern (Programmes)**

Main work areas which the intern will be involved in and the objective(s) or target(s) for intern to achieve.

- Generating content for AFA's monthly Asian Cinema Digest
- Generate original critical writing on films and programmes
- Research and collation of film readings for programmes
- Prepare, write and/or edit synopses and information for film programmes
- Assisting film programmers in research and coordination of programmes
- Assisting in publicity and outreach efforts
- Assisting with any ad-hoc projects / tasks as assigned by supervisor

### **Intern (Collection)**

Main work areas which the intern will be involved in and the objective(s) or target(s) for intern to achieve.

- Assist in the documentation and processing of films and their related materials
- Assist in cataloguing of films for the database
- Contribute to content development in AFA's media asset management system
- Oversee the production of copies for the AFA reference collection
- Provide support for AFA's outreach programmes
- Assisting with any ad-hoc projects / tasks as assigned by supervisor

Interns will have the opportunity to:

- Understand institutional film preservation, programming, and outreach practices;
- Hone their research skills;
- Develop dynamic writing styles related to films, programmes, and publicity; and
- Learn to work and effectively communicate with colleagues and beyond the organization with partners, stakeholders, and the public.

Prerequisites/Requirements:

- Applicants should be university students in 2<sup>nd</sup> or 3<sup>rd</sup> year relevant fields of study
- Fresh graduates able to commit to a 6-month internship programme are welcome to apply
- Passion and interest for Asian cinema and programming
- Flair and talent for writing and research
- Ability to work independently and within a team
- Good written and verbal communication skills

Applicants should send an email of intent with a CV detailing your grades and other experiences to [info@asianfilmarchive.org](mailto:info@asianfilmarchive.org) by **4 December 2022**. Indicate in the subject header “Internship Application Jan-Jun 2023 (Programmes OR Collection)”.

Please note that the internships are open to students studying full-time in Singapore institutions. For fresh graduates, only Singapore citizens or Permanent Residents can apply.

We regret that only shortlisted candidates will be notified.