INTERNSHIP POSITION

FRENCH SPEAKING ENVIRONMENT IN NEW YORK CITY*

Sud de France Export is seeking an intern to assist the Project Manager with various duties including design and advertising, sourcing/contacting vendors, planning events, participating in logistics for events’ implementation, managing RSVP lists/database, making follow-up phone calls, translang, and contributing on detailed correspondence and reporting to Sud de France - Montpellier, France.

Requirements: Must be willing to commit to the internship for the months of June, July and August 2011. Must be proficient or fluent in French and English. Must be detail oriented, able to multi-task and manage deadlines, have excellent written and verbal communication skills, excellent interpersonal skills/able to interact with all levels of management. Proficiency in design software (Adobe Suite: InDesign, Photoshop and Illustrator) a plus.

Additional Information: Sud de France is an international trade office, dedicated to the economic development of the Languedoc-Roussillon region. With the Languedoc-Roussillon’s status as the largest wine producing region in the world, many of Sud de France’s missions and events are intended to promote the wines of the region. Additionally, Sud de France will be executing a Festival during the month of June, 2011. This series of events will give the intern ample opportunity to become involved in the vibrant life of New York cultural events. Internal activities surrounding the festival will give the intern hands-on experience in the business world, all within a French-speaking environment.

This position is perfect for students majoring in French, Business & Marketing, Communications/PR and graphic design.

Compensation: Travel reimbursement (monthly metro card) and academic credit in cooperation with student’s educational institution.

Interested candidates should email letter of intent and resume by April 14, 2011 to: internshipsNY@suddefrance-export.com.

Phone: 646 688 7170

Thank you for your interest!

*Skype or telephone interviews will be conducted for candidates currently abroad.