Position: **Performing Arts Online Platform Intern (Arab and English speaker)**

Location: Doha, Qatar

Duration: 3 months/ 20 hours a week

About Us:

Tiactro is an online marketplace for cultural and artistic exchange channeling the global opportunities about performing arts. Tiactro’s main mission is to offer aspiring artists, children and performing art instructors a simple alternative industry network, a digital platform that will enhance their skills and help them with their future productions at a click of a button.

Our vision is to help you and the individuals around the globe to have the opportunity to tailor your own courses and your own way of experiencing performing arts.

Responsibilities:

1. Content Curation and Management:
   ○ Assist in curating and organizing a diverse range of performing arts content on the platform, including videos, articles, interviews, and event listings.

2. Artist Relationship Management:
Engage with performing artists, directors, choreographers, and other industry professionals to foster relationships and ensure a steady flow of high-quality content.

3. Social Media and Marketing Support:
   - Aid in the development and execution of social media campaigns to promote the platform and its content, engaging with the community, and driving user engagement.

4. User Support and Community Engagement:
   - Assist in providing support to users, answering inquiries, and fostering a positive and engaged community through various channels (e.g., email, social media, forums).

5. Research and Trend Analysis:
   - Stay up-to-date with trends, emerging artists, and innovations in the performing arts industry, providing insights to the team for content and feature development.

6. Assist in Event Planning and Execution:
   - Contribute to the planning and execution of virtual events, workshops, and webinars related to performing arts, ensuring a seamless experience for participants.

7. Data Analysis and Reporting:
   - Help in analyzing user behavior, content performance, and other relevant metrics to provide insights for platform improvements and marketing strategies.

Qualifications:

- Enthusiasm for the performing arts and a strong interest in supporting artists and creators.
- Excellent communication skills, both written and verbal.
- Highly organized with strong attention to detail.
- Ability to work independently and as part of a collaborative team.
Familiarity with social media platforms and digital marketing is a plus.
Advanced English language communication skills, Arabic language is a plus.
Basic proficiency in content management systems (e.g., WordPress) and video editing software (e.g., Adobe Premiere) is a bonus.

How to Apply:

Interested candidates should send a resume and a brief cover letter outlining their interest in the position to info@tiactro.com before 20.10.2023