



## Internship

V1 Gallery offers a training and work experience program at our headquarters in the Meatpacking District of Copenhagen that exposes interns to the many aspects and daily operations of an international gallery such as in-gallery and online sales, communication with clients and artists, advertising, events, registration, and administration. Interns will be welcomed into the gallery team—collaborating with staff daily, sharing our workspace, and joining social activities and events. Applications are accepted and evaluated on an ongoing basis. Unfortunately, due to the high volume of applicants, only those who have been selected for an interview will be contacted.

The position is expected to last 6 months depending on individual agreement.

### Tasks include but are not limited to:

- Managing the gallery's online store: communication with store clients, stock counts, packing and sending orders
- Assisting during all exhibition previews and openings
- Database registration, inventory counts and updates
- Photographing artworks
- Photo editing (we offer all interns an introduction and training in Adobe Photoshop)
- Welcoming and guiding in-gallery visitors
- Communication and answering inquiries via the gallery's phone and main e-mail
- Other practical tasks that arise in the day-to-day maintenance

### We are looking for an intern candidate who is:

- Self-motivated, pro-active, solution and detail-oriented
- Strong communication skills and team player attitude
- Fluency in English
- Knowledge and interest in contemporary art
- Has a solid sense of order and organization
- Is flexible in terms of working hours and tasks
- Knowledge of Adobe Photoshop is an advantage but not a requirement

The work hours are a minimum of 22 h/week including every Saturday 11am-3pm. Extra hours are to be expected during all exhibition previews, openings, fairs and other special events. Unpaid position.

### About V1 Gallery / Eighteen:

V1 Gallery was founded in 2002 in Copenhagen, Denmark. The gallery represents a select group of established and emerging artists and is committed to promoting art, in all media, to an international audience. Seeing art as a profound and competent media for social discourse, the gallery aspires to serve as a platform for contemporary art that interacts with the surrounding society. Today the gallery has two locations, V1 Gallery and Eighteen, in the Meatpacking District of Copenhagen.

Please ensure your application is written in Danish or English and contains a CV and personal letter. Applications can be sent to [apply@v1gallery.com](mailto:apply@v1gallery.com) with the subject headline "Internship".

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