

News:

We are looking for a Communications and Campaigns Intern

The Northern Dimension Partnership on Culture (NDPC) is seeking a passionate Communications and Campaigns Intern with a strong interest in the arts, cultural and creative sector to contribute to the day-to-day communications activities of the Secretariat.

As a successful candidate, you'll collaborate closely with our Communications Team. This position offers an excellent opportunity for an energetic young professional to make a meaningful impact on the future of the cultural and creative sector in Europe, playing an active role in amplifying the reach and impact of our projects.

Location: Riga, Latvia

Start date: September 2025 (or soon thereafter)

Application deadline: July 13th, 23:59 CET

Duration: 4-6 months

About the Northern Dimension Partnership on Culture (NDPC)

The Northern Dimension Partnership on Culture (NDPC) is a public international organization based in Riga, Latvia, and its members are the Ministries responsible for culture in Denmark, Estonia, Finland, Germany, Iceland, Latvia, Lithuania, Norway, Poland, and Sweden, plus representatives from the European Commission.

The overall objective of the NDPC is to serve as a knowledge broker and focal point for various networks and other cultural and creative activities, with strong focus in the Nordic and Baltic areas. NDPC has a special emphasis to support creative cross-innovations – activities where the professionals from the fields of culture & creativity export their competences, methodologies and approaches to different professional fields, e.g., arts & wellbeing as one prominent strand of creative cross-innovation development.

About the opportunity

This student (or graduate) internship involves various and interesting tasks across project management, communication, and advocacy. You are a student (or recent graduate) in a humanities, arts, or social science degree subject, e.g. literature, communication science, marketing, journalism, political science, cultural management, anthropology, design, or related disciplines.

We encourage people from diverse backgrounds to apply, but your toolkit should include:

- A strong interest in learning and excelling in the realm of communications – the core criteria;
- Interest in the arts, cultural work, and international organizations;
- Curiosity for NDPC's project activities;
- Strong communication and interpersonal skills;
- High proficiency in both written and spoken English (it will be your daily working language);
- Some familiarity with graphic design tools (think Canva and other tools);
- An independent, proactive personality – you will join an environment where new ideas are welcome, and projects move quickly from ideation to execution;
- General IT proficiency, plus a mindful curiosity for AI-based content tools – you are interested in how AI can support your work, without lowering its quality.

Nice to have:

- Familiarity with content management systems (CMS);
- Interest in UX design and user experience – in our projects, we often work with website design processes;
- Previous experience in the cultural or social sector (think volunteer work, extracurricular activities, etc.);
- Previous experience in writing and editing in English.
- Interest in Latvian language and culture (and if you are a Latvian speaker, that it is not a requirement, but very welcome)

The main tasks of the Communications and Campaigns Intern will be:

- Supporting the Communications Team in developing and implementing communication strategies to promote NDPC projects and its initiatives internationally;
- Various research, copywriting, editing, and content design tasks (for example, drafting press releases, web articles, newsletters, social media posts, flyers, etc.);
- Supporting consistent messaging and branding across all communication channels;
- Under guidance, contributing to managing our projects' social media presence, including content planning, posting, and community engagement;
- Monitor communication metrics to measure the effectiveness of campaigns and initiatives;
- Assisting in the coordination processes with external partners and service providers;
- Assistance in EU reporting;
- Attending key events;
- Support the team with other communication-related tasks.

We offer:

- Varied and interesting tasks in the communications field, where your ideas are encouraged;

- Work experience in an international organization in the cultural sector;
- Professional, friendly, and open-minded team, with ongoing support for your learning and professional development;
- Opportunity to shape the future of cultural cooperation in Europe;
- Strong networking opportunities on a European scale.

If needed, we are happy to accommodate your academic schedule with flexible work hours – your education remains a priority as you contribute to our team. We work from our lovely office in the old town of Riga, the vibrant capital of Latvia, with a hybrid work policy. In Latvia, the cost of living is affordable and there is availability of accommodations; you have any questions, we can support you with the practicalities of your move to Riga.

Financial compensation:

The internship is full-time, and carried out within the Erasmus + framework. NDPC and the home institution of the applicant will sign a bilateral contract, agreeing on the activities to be conducted by the student. The Communications and Campaigns Intern will receive a monthly stipend from his home institution, in line with the Erasmus + guidelines.

For local students in Latvia, we are also open to agreements with a Latvian institution.

How to Apply:

If you are enthusiastic about this opportunity, we invite you to apply! Please send the following documents to **info@ndpculture.org**

- Your CV (maximum 2 pages)

Please specify in your email your **time availability** and **confirm you are eligible for the Erasmus + traineeship program** (or alternatively another university internship framework, like a local agreement).

Optional documents (but welcome):

- A brief motivation letter
- A few samples of your writing / graphic design / communications work (if applicable)

Please mention “Communications and Campaigns Intern” in the subject line of your email.

For further information about the position, please don’t hesitate to reach out to Giulia Gotti!
giulia@ndpculture.org