

## **FIFA CONNEXIONS COORDINATOR & EMERGENCE COHORT MANAGER FIFA (démART – CAM) (INTERNSHIP)**

We are looking for an artist and cultural worker from a culturally diverse background, recently arrived in Montreal or a first-generation immigrant, to join the Montreal arts community through FIFA as part of the démART program of the Conseil des arts de Montréal. This paid internship offers a unique professional development opportunity within the arts and cultural sector. Please ensure your eligibility for the démART program before submitting your application.

### **Organization Description:**

The Festival International du Film sur l'Art (FIFA) is dedicated to the promotion and international recognition of films on art and media arts. For nearly four decades, it has offered an annual event showcasing the latest art documentaries alongside a selection of interactive works. FIFA is committed to increasing public knowledge and appreciation of art, promoting the work of artists in cinema, video, and visual arts, and encouraging the production and dissemination of films on art.

The 44th edition of FIFA will take place from March 12 to 22, 2026, in Montreal, Quebec City, and online on ARTS.FILM from March 20 to 29, 2026.

ARTS.FILM is a digital platform launched in 2021 by FIFA. As both a streaming venue and a virtual event space, it offers a wide selection of art films accessible anywhere in Canada, anytime.

### **Mandate:**

Under the supervision of the Artistic and Executive Directors and the Administration Director, the intern will primarily be responsible for coordinating the Émergence cohort, providing organizational and administrative support to this program, and assisting the FIFA Connexions lead in preparing, coordinating, and following up on professional activities.

This includes, but is not limited to:

- Supporting the FIFA Connexions lead in preparing, coordinating logistics, and handling administrative follow-up for activities and guest artists;
- Contributing to communication and promotion of the event, including managing registrations, correspondence, and dissemination tools;
- Supporting Émergence cohort artists before, during, and after the festival (organizing meetings, logistical support, and networking follow-up);
- Mediation and networking: facilitating exchanges between artists and professionals, including on-site during FIFA Connexions;
- Coordinating with HEC Montréal to supervise and support emerging managers during the festival;

- Being present on-site during the festival to ensure smooth execution of all activities;
- Post-festival follow-up: collecting feedback, analyzing needs, and proposing improvements or follow-up actions;
- Performing any other related tasks.

#### Required Qualifications:

- Relevant experience in production and/or event management
- Strong planning and organizational skills
- Good knowledge of the film industry
- Experience with database software
- Ability to work under pressure and manage multiple tasks simultaneously
- Autonomy, initiative, rigor, and attention to detail
- Excellent teamwork skills
- Knowledge of Office Suite, Google Drive, and Mac environment
- Familiarity with major video and audio formats is an asset
- Bilingualism is an asset

#### Internship Conditions:

- Full-time internship of 600 hours between January 5 and June 30, 2026
- Compensation: \$12,000 for the total duration of the internship
- Location: 5333 Casgrain Avenue, Suite 403, Montreal, H2T 1X3
- The mandate is conditional on obtaining the grant

#### How to Apply:

Please send your CV and cover letter by September 13, 2025 to [info@lefifa.com](mailto:info@lefifa.com), specifying the job title in the subject line.

The International Festival of Films on Art is committed to building a skilled workforce that reflects diversity. We encourage applications from women, Aboriginal people, visible minorities, ethnic minorities and people with disabilities, as well as people of all sexual orientations and identities.

*Only those selected for an interview will be contacted.*