

The MUC SUMMIT GmbH, together with its three shareholders the German Entrepreneurship GmbH, Strascheg Center for Entrepreneurship gGmbH and UnternehmerTUM GmbH, currently requires support for its team in Munich and is thus seeking an:



MUST - The Munich Summit

## Event/PR Intern

The MUC SUMMIT GmbH works to promote Munich and the region of Bavaria as a hotspot for tech start-ups in Europe. We kicked off in February 2016 with a series of events at the first annual "MUST – The Munich Summit". MUST 2016 centered on the topic "Connected Cities" (Smart Mobility, Industry 4.0, Digitalization, Fintech) and brought innovative start-ups, companies and investors from all over the world to Munich in order to encourage the creation of new collaborations and investments.

In order to assist the organization and implementation of our upcoming events and to meet our PR and social media needs, we are looking for an energetic and capable intern.

### Your Tasks:

- Assist the Events Manager in the planning, organization and implementation of various events in the start-up/enterprise sphere as well as making initial preparations for MUST 2017
- Assistance website maintenance, the drafting of texts, and PR and social media
- Assist project management with organizational tasks

### Your Benefits:

- Insights into complete project management of events and PR
- Access to the immense network of the international start-up community

### Your Profile:

Student of any subject/background with an affinity for and/or experience with the entrepreneurship scene and internationalization

- Initial experience with Events/PR and Social Media
- Strong skills in Microsoft Office; initial experience with Photoshop/InDesign is advantageous
- Hands-on mentality and good planning/structural abilities
- Strong organizational skills, confident demeanor and strong communication skills
- Reliable, independent and detail-oriented work style
- Strong German and English language skills, spoken and written (native English speaker preferred)

### Internship Type/Location:

Full-time, compensated internship for 4-6 months, start as soon as possible, in the newly-built Entrepreneurship Center on the TU Campus in Garching

### Application Materials:

Please include a cover letter in which you indicate your earliest start date, CV and any other important credentials/certificates. Please send your application materials via email to: [werner@muc-summit.com](mailto:werner@muc-summit.com)

### Contact:

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