ART SG

Founding and
Lead Partner

UBS

INTERNSHIP SUMMARY

Reporting to the Director of Marketing and Communications, this role supports the successful delivery of ART SG, an event that welcomes over 40,000 visitors across four days at Marina Bay Sands during Singapore Art Week.

Working closely with the marketing and communications team and the wider ART SG team, the intern will support the marketing rollout, including the creation of creative assets. Traditional and Simplified Chinese language skills are preferred to support the fair's trilingual communications and social media.

This is a broad and hands-on role that spans all aspects of marketing and communications—from social media and newsletters to websites—and offers real scope to make an impact in growing Singapore's leading art fair.

DUTIES

- Support the execution of the ticket sales campaign
- Support the business development and VIP teams with invitations
- Provide customer support to ticketing and invitation enquiries
- Work with the marketing team to develop and deliver creative campaigns
- Support the execution of paid digital campaigns across relevant platforms
- Work closely with the Social Media Coordinator, overseeing the day-to-day delivery of social media activity
- Work on the ART SG website, ensuring content is accurate and up to date
- Assist in the execution of email newsletter campaigns
- Translate communications into Traditional and Simplified Chinese

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ESSENTIAL SKILLS

- Adobe Illustration
- Chinese language skills preferred

DETAILS

- Duration: Immediate start through 31 January 2027.
- To Apply: Please send your resume to emma@artsg.com