

For almost 70 years, DOK Leipzig has been screening artistic documentaries and animated films from all over the world. Its programme is shaped by the festival's core values: peace, human dignity, diversity and inclusiveness. The films and experimental events convey themes of social and political relevance through the medium of art. Alongside screenings of as many as 200 short and feature-length films, the programming includes panel and audience discussions, masterclasses and the extended reality exhibition DOK Neuland. Additional events are organised throughout the year in cooperation with partners from Germany and abroad.

DOK Industry is where the international documentary, animated film and XR industry meets at DOK Leipzig. Every year, some 1,900 industry representatives meet here to discuss new works and latest developments. With a slate of programmes and events, DOK Industry fosters the creation and circulation of documentary film projects from initial concept to market.

The DOK Co-Pro Market is DOK Industry's two-day international co-production and networking platform, which brings together some 200 selected international producers, distributors, funders and broadcasters. New creative documentary projects are presented in curated one-on-one meetings and are able to locate co-production and financing partners.

To assist the team, we are looking for an

Coordinator of the DOK Co-Pro Market (all genders) (fixed-term employment or on a fee basis)

Period: 5 May to 30 November 2025

Hours: approx. 3 months 20h/week and 4 months 40 h/week

Your Tasks:

- Conceptualisation of content and planning of the DOK Co-Pro Market in close consultation with the director of DOK Industry
- Organisation, coordination, conducting and follow-up of the DOK Co-Pro Market, including the preparatory workshop, the supporting programme and all related events
- Management of submissions, administration of data and preparation of export for the website and Project Book
- Project selection in coordination with the head of DOK Industry and external experts
- Research and communication with cooperating partners
- Communication with project teams and decision-makers regarding their participation in the DOK Co-Pro Market
- Editing of the DOK Industry Project Book and coordination with the graphic-design agency
- Drafting and editing of press releases, newsletters and website texts
- Offering of professional guidance to assistants and interns
- Evaluation of the events, preparation of surveys and follow-ups, the latter involving previous years' participants and alumni, to generate feedback, as well as preparation of statistics and preparatory work for the accounting process
- Representation of the festival at international and national industry events
- Research trips to festivals and markets or comparable online activities, if applicable

We expect:

- Very good knowledge of festivals and the industry
- Excellent written and spoken English
- Outstanding communication skills as well as decision-making and problem-solving skills
- Experience in working with office applications and databases
- Excellent organisational skills and the ability to work well under pressure

- Independent and responsible work methods that aim to produce results
- Pleasure at working in a team

We offer:

- An interesting, challenging and inspiring job in an exciting and very dynamic cultural environment
- Flexible working hours
- A pleasant team and a creative work place

Our team is committed to diversity and inclusion. Variety in the backgrounds, perspectives, approaches and experience of the team members benefits our work and our interaction. We therefore welcome applications from anyone with suitable qualifications. Among equally suitable candidates, applications from individuals with a severe disability will be given preferential consideration.

Please send your application (letter of motivation and short curriculum vitae in tabular form) by 14 April to **Angela Pacher**, bewerbung@dok-leipzig.de.