

Licensing Intern (6-month FTC)

We have an exciting opportunity for a Licensing Intern to join us. As a Licensing Intern, you will support the Partnerships & Licensing team with a variety of administrative duties including overseeing product samples and the approval tracker.

We are a collective of luxury interior brands, each with a special role to play, and two manufacturing brands (Anstey Wallpaper Company and Standfast & Barracks). At Sanderson Design Group we are Sanderson, Morris & Co., Zoffany, Harlequin, Clarke & Clarke and Scion and our purpose is 'to bring the beautiful into people's homes and lives'.

Responsibilities

- Manage product samples, ensuring masters are labelled and products are stored away and managed
- Liaise with License Partners to request critical paths, product samples and photography
- Manage partner photography, ensuring it is up to date, organized and saved on the Vault
- Share new partner photography with Marketing and Design teams
- Manage product approvals tracker across all brands and territories, working with Design team to ensure it is being used correctly and is fit for purpose
- General administrative and organizational duties within the Partnerships team to help ensure smooth and efficient running of this busy department
- Communicate licensing launches internally, including updating and distributing quarterly brand presentations to the Sales team
- Support with preparation of presentation materials and information packs for key meetings and events
- Place product orders on the system within the department when required
- Arrange and send parcels using UPS when required
- Organise hotel bookings, transport, refreshments and lunches for meetings and customer presentations when required
- Assist Marketing and PR team with License product requests for photoshoots, magazines, gift guides, giveaways, social content etc.
- Manage ongoing housekeeping of Partnerships Department, ensure it is kept as tidy as possible
- Support with implementation of Stage Gate process

Measures of Success

- Product trackers are up to date and accurate
- Department is tidy and product samples are labelled and stored away appropriately
- Stakeholders receive a high-level of service from the Partnerships department

Experience & Skills

- Comprehensive computer skills including Adobe InDesign, Microsoft Office: Outlook, Word, PowerPoint, Excel
- A "Can do" attitude

- Well organized with the ability to plan and deliver on tight deadlines with attention to detail
- Enjoy working in a team and closely with a number of internal stakeholders
- When required, willing to travel in order to engage directly with partners
- Interested in the industry and our brands
- Proven experience of prioritizing workload and using initiative
- Adobe Photoshop and Illustrator and/or Canva experience would be an advantage

To apply, please send your CV to jobs@sandersondesigngroup.com

About us

Sanderson Design Group is an international luxury interior furnishings company that designs, manufactures and markets wallpapers and fabrics together with a wide range of ancillary interior products.

In 2020, we brought our portfolio of brands home to Sanderson Design Group, evoking the combined longevity and prodigious creative history of our brands. Sanderson Design Group describes the ebullience of our past endeavours. It sketches the outline of our future. A collective of quintessentially British luxury interior brands and 2 manufacturing brands, at Sanderson Design Group we are Sanderson, Morris & Co., Zoffany, Harlequin, Clarke & Clarke, Scion, Anstey Wallpaper Company and Standfast & Barracks.

Our purpose is "To bring the Beautiful into People's Homes and Lives". This has defined and shaped our brands since our very earliest days. The oldest brand in our arsenal, from where we derive the namesake of our group, began life in 1860, as an importer of fine French wallpapers to London. Arthur Sanderson & Sons Ltd played a pivotal role in defining English interior decoration tastes and its early success led to displaying designs at London's finest showroom, at Berners Street. Around this time in 1924, Arthur Sanderson & Sons Ltd were awarded The Royal Warrant, becoming "purveyors of wallpaper and paint" to the court of George V.

We recognise that each one of our brands contributes a unique chapter to our story. It is why we represent the full spectrum of British interior design, catering from cutting-edge sleek modern styles, to the hearty warmth of traditional forms. Our decision to rebrand as Sanderson Design Group in 2020 is our way of paying homage to our rich history, as well as marking our path towards a new future. As custodians of over 160 years of design experience, we are proud to Bring the Beautiful into People's Homes and Lives. We are Sanderson Design Group.