

## **The Los Angeles Philharmonic Association is currently seeking a: Publicist**

Founded in 1919, the Los Angeles Philharmonic Association presents, and promotes the performing arts in its varied forms at the highest level of excellence to a diverse and large audience, at Walt Disney Concert Hall, the Hollywood Bowl, and The Ford.

### **Position Summary:**

To work collaboratively with the Public Relations team, as a liaison between the LA Phil and the media in order to:

- Help meet institutional objectives such as building audiences and raising awareness for the LA Phil's programming
- Promote the Los Angeles Philharmonic and all Association events and activities, including performance seasons at the LA Phil's three iconic venues: Walt Disney Concert Hall, The Hollywood Bowl and The Ford, with focus on Classical music programming, as well as special series and concerts, run outs, and tours
- Support and increase visibility for events and programming at the Beckmen YOLA Center
- Increase press exposure for LA Phil departmental projects and initiatives;

### **Position Elements:**

- In collaboration with the public relations team, develop press strategies, conduct media outreach and place stories in local and international media outlets, including but not limited to print publications, radio and television broadcast outlets, and online media outlets.
- Help plan and coordinate press conferences and select press events and receptions for LA Phil activities; assist team with special events public relations such as galas, and miscellaneous events as assigned.
- Establish, develop and maintain productive relations with a wide range of national and specialist media, and with colleagues within the music industry.
- Work collaboratively with external public relations, producers, and promoters, record companies and broadcasters.
- Coordinate/facilitate interviews, including transportation of artists when needed.
- Strengthen and develop the diversity, equity and inclusion initiatives of the Association.
- Write and edit press releases, media alerts, biographical information and other written materials, as assigned.
- Arrange and coordinate photo and video shoots for all LA Phil venues.
- Assist with crisis communications, as assigned.
- Work with LA Phil musicians and guest artists' representatives on assigned concert dates and special projects to maximize press exposure.
- Attend concerts and handle media relations as an LA Phil representative for all LA Phil venues and lease events, as assigned.
- Attend weekly departmental staff meetings and other meetings, as assigned.

- Contribute to effective internal communications; act as liaison between assigned LA Phil departments and PR staff; and facilitate other department's informational needs.
- Assist in training new staff as needed.

### **Position Requirements:**

- Good general music knowledge and interest required, with a particular emphasis on classical music. The ideal candidate will also have a desire to work hands-on with musicians and will know general music repertoire and artists including, but not limited to, pop, rock, jazz, world and theater among others.
- Excellent knowledge of and relationships with Spanish-language media.
- Fluency in English and Spanish is preferred.
- 4+ years of progressive public relations experience or equivalent.
- Previous project management experience with strong organizational skills.
- Creative, innovative thinker with an excellent sense of the local, national and international media, with particular knowledge of classical music writers.
- Impeccable writing and communication skills
- Strong collaboration and interpersonal skills in conjunction with excellent formal and informal presentation skills.
- Excellent critical thinking skills and ability to deliver and sustain high quality productivity in a fast-paced event driven environment.
- Self-motivated team player.
- Able to work some nights and weekends.
- Candidates must have access to reliable transportation to travel between multiple locations.
- Undergraduate degree in music, arts marketing, or journalism preferred or equivalent experience.
- Dedication and commitment to engage in and promote diversity, equity, and inclusion within the staff, vendors, and within interactions with the surrounding community is a must
- Secondary language fluency is a plus

### **COVID Workplace Safety Requirements**

This position will require you to interact with employees, patrons, vendors and others who may or may not be vaccinated or recently tested. You will be required to wear personal protection equipment (PPE) required by the LA County Department of Public Health protocols and the LA Phil. You agree to comply at all times with the LA Phil's COVID-19 Prevention Plan, including testing and vaccination requirements.

### **How to apply:**

Complete the online application by clicking [here](#).

- Complete the application with all pertinent information.
- At the end of the application, a confirmation page will appear when your submission has been successful

The Los Angeles Philharmonic Association will consider for employment qualified Applicants with Criminal Histories in a manner consistent with the requirements of the FCIHO.

### **EQUAL EMPLOYMENT OPPORTUNITY POLICY**

The Los Angeles Philharmonic Association embraces and is committed to diversity and inclusion within our staff, musicians, guest artists, audiences, and surrounding communities. The Association does not discriminate on the basis of race, color, religion, religious creed (including religious dress and religious grooming), sex (including pregnancy, perceived pregnancy, childbirth, breastfeeding, or related medical conditions), sexual orientation, national origin, ancestry, citizenship, age, physical or mental disability, legally protected medical condition or information, genetic information, marital status, gender, gender identity, gender expression, military status, veteran status, or any other basis protected by federal, state, or local law. Consistent with the law, the Association also provides reasonable accommodation for disabled applicants and employees in accordance with the Americans with Disabilities Act (ADA) and the California Fair Employment and Housing Act, for pregnant employees who request an accommodation with the advice of their health care providers, for pregnancy, childbirth or related medical conditions; for employees who are victims of domestic violence, sexual assault or stalking; and for applicants and employees based on their religious beliefs and practices.