

The Los Angeles Philharmonic Association is currently seeking a: Senior Director of Communications

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:

The LA Phil is hiring a Senior Director of Communications, who will report to the Vice President of Marketing & Communications. This individual will lead the team that handles all editorial content, including digital and print publications; institutional communications; and media and public relations.

This person will take the helm at a pivotal time. The LA Phil recently added two venues, moved into digital presentations, and has begun to restructure its marketing and communications department. The LA Phil performs or produces more than 300 performances a year across all musical genres. The senior director would be involved in expected hiring decisions for the team and be expected to optimize content creation and workflows for the department.

Position Elements:

Strategic Communications

- Design a long-term strategic communications plan for our portfolio of brands: The Los Angeles Philharmonic Orchestra, Walt Disney Concert Hall, the Hollywood Bowl, The Ford, Youth Orchestra Los Angeles, and the Beckmen YOLA Center.
- Collaborate with other senior members of the LA Phil staff on strategy and messaging to support the LA Phil's mission.
- Find creative ways to tell the LA Phil story and engage our expanding audience base.
- Develop and maintain our brand voice.
- Develop and manage a crisis communications plan.

Media and Public Relations

- Lead the public relations strategy working with staff publicists and external PR agencies to raise the LA Phil's profile.
- Manage the drafting and distribution of press releases, statements, talking points and FAQs.
- Supply communications guidance to management on issues related to event and audience concerns.
- Oversee speech writing and institutional messaging.

Marketing Communications

- Direct team of staff and freelance copywriters to produce a heavy volume of marketing material, including web content, social media, brochure copy, ad copy.
- Manage production of concert notes and other program copy.
- Ensure smooth production, proofreading and internal review processes.
- Collaborate with design and advertising departments on materials.

- Advance our transition from print-first to digital-first thinking for everything from playbills to advertising.

Internal Communications

- Lead the LA Phil's internal communications efforts across the increasingly virtual workforce.
- Manage executive communications, newsletters, strategic talking points, and key messaging.

Position Requirements:

- A minimum of 8 years' experience in Communications, with at least 4 years leading a team
- A track record with implementing complex strategies to promote a global brand
- Excellent knowledge of public relations, creating a brand voice, telling the story of multiple interwoven brands.
- Exceptional oral and written communications skills. Attentive to detail, including strong editing skills.
- Excellent interpersonal skills. Able to inspire, manage and mentor staff. Articulate, poised, and calm under pressure. Flexible when needed.
- Goal and results oriented. Meets deadlines and budgets.
- Excellent computer skills including Word, Excel, Power Point, and familiarity with sales or fundraising software.
- Bachelor's degree from an accredited university; master's degree preferred
- Background and interest in the performing arts desirable
- Committed to promoting diversity, equity, and inclusion within the staff, vendors, and during interactions with the community.
- Available and willing to work nights and weekends as needed.
- 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.
- Must be available to work evenings and weekends
- 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.