

## Assistant Marketing Manager

Sydney Symphony Orchestra, The Rocks, Sydney

**Use your administrative skills to help coordinate activities for the Marketing team, including management of some exciting marketing projects. Great development and growth opportunities.**

Working at the Sydney Symphony Orchestra means you are part of an organisation that has presented music in Sydney and around the world for almost 90 years. We work with some of the greatest names in classical music, and present unique on-stage collaborations with performers from across the world of music in our home city.

You will be joining a small, committed and friendly marketing team where you will be supported with training and mentoring to help you reach your full potential.

We recognise that Covid-19 has changed the world. Our staff, our musicians and our rock-solid, loyal customers collaborate every day to create memorable live performances and deliver online music.

### Where and when you will join the team

- Our team is centrally located at The Rocks, Sydney
- We work normal business hours

### Ready to start

September 2021. Applications close Friday 27 August, 2021.

### What you will be doing

As an Assistant Marketing Manager you will be responsible for coordinating the activities for the Marketing team of the Sydney Symphony Orchestra. This includes project budgeting, traffic, production and timeline management and the execution of some marketing projects and campaigns.

### What will make you successful?

- 2-3 years of experience in a similar role
- Excellent interpersonal skills and demonstrated understanding of customer relationship management
- High-level attention to detail and excellent written and oral communication skills
- Demonstrated competence or significant training in business administration
- Self-motivated, reliable, energetic and able to perform under pressure
- Proactive and forward-thinking
- Confidence to manage upwards and sideways to meet deadlines and KPIs
- Passion for marketing, arts and music
- CRM system and data experience are highly desirable
- An appropriate tertiary qualification; preferably incorporating studies in business or marketing

### What's on offer?

- Competitive salary

- Development in marketing skill set and CRM system
- Career growth opportunities
- Central Sydney location.

## Apply now

Send us: A covering letter of and your CV **before Friday 27 August, 2021, 5pm.**

Send to: [recruitment@sydneyorchestra.com](mailto:recruitment@sydneyorchestra.com)

Eligibility: The Sydney Symphony Orchestra is an equal opportunity employer; the right to work in Australia; subject to a possible Police Check.

Further info: Ali Primmer (02) 8215 4600