



MARKETING ASSOCIATE

The DSO is looking for a Marketing Associate to help plan and implement our marketing, advertising, experiential and promotional activities. We are looking for a creative, motivated and ambitious candidate who can hit the ground running. The ideal candidate is always up on marketing trends, has top-notch copy writing and presentation skills and has a passion for the performing arts.

Specifically, the successful candidate plays an integral role in the DSO's marketing efforts by assisting with organization and activation at promotional events; assisting in managing and advertising budgets; managing workflows and creative briefs for advertising materials; monitoring competitors' marketing activities; providing copy writing support for online, digital and print materials; keeping in-venue marketing materials up-to-date and fully stocked; and building and cultivating relationships with media outlets as well as community and promotional partners.

Additionally, the Marketing Associate will be responsible for the following administrative tasks: managing daily tasks to ensure the Marketing department runs smoothly; managing supply and maintaining an archive of all promotional materials and physical assets; processing advertising invoices; maintaining and keeping up-to-date a library of media assets; and overseeing advertising settlements.

Successful candidates will have the following characteristics: attention to detail, follow-through, and interpersonal skills; adaptability and dependability in a changing environment; experience working in a fast-paced marketing department, preferably in the performing arts; strong organizational and communication skills; and a willingness to work evenings and weekends as needed. Additionally, the successful candidate will have one to three years of experience creating compelling content, writing original copy and editing content for multiple advertising outlets including print, digital and radio; expertise in Google Analytics; and a Bachelor's degree in Marketing or a related field. Experience with Tessitura/TNEW is a plus, as are a classical music background and non-profit performing arts experience.

To apply, please submit your resume, cover letter, and salary requirements to recruiter@dalsym.com.

**COVID vaccination is mandated for all DSO employees.
Valid exemptions are given in accordance with the law.**

The Dallas Symphony Orchestra is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, disability, age, sexual orientation, gender identity, national origin, veteran status, or genetic information. The Dallas Symphony Orchestra is committed to providing access, equal opportunity and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities.

EOE- Equal Opportunity Employer