

International Relations & Communications Coordinator

The Armenian State Symphony Orchestra (the "Orchestra") implements approximately 80 projects throughout each concert season. These encompass a wide range of activities, including concerts in Armenia and abroad, international tours, educational initiatives, innovative technology-based projects, and social responsibility programs. A key objective of the Orchestra is to enhance Armenia's cultural landscape by introducing new musicians, knowledge, and best practices.

In collaboration with the Keron Foundation, the Orchestra seeks to engage professionals who can support its organizational priorities while contributing to the transfer of knowledge and expertise to Armenia.

We are pleased to invite International Relations & Communications Coordinator specialists to apply for this position.

Key Responsibilities:

- **International Strategy & Coordination**
 - Support the development and execution of international strategies.
 - Manage and maintain relationships with international partners (within specific projects)
 - Research and assist with the planning of international partnerships.
- **Digital Platforms & Media Management**
 - Manage and enhance the orchestra's presence across international digital platforms and key classical music media outlets.
 - Coordinate content uploads, metadata accuracy, and release schedules for recordings.
 - Monitor analytics and performance of digital content, proposing strategies for growth.

- **Communications & Public Relations**

- Draft professional communications in English for international stakeholders.
- Assist in developing promotional materials and press releases for international media partners
- Liaise with international media, artist managers, and publicists.

- **Audience Development & Outreach**

- Assist in initiatives aimed at growing the orchestra's international audience.
- Contribute to social media strategy and international-facing campaigns.
- Research new opportunities for collaborations and exposure abroad.

Qualifications:

- Excellent written and spoken English (native or near-native level).
- Strong organizational and communication skills.
- Familiarity with classical music and orchestral repertoire and operations.
- Experience in digital platform management, PR, or communications.
- Proactive mindset, attention to detail, and ability to work independently.

Nice to Have:

- Experience working in or with orchestras or cultural institutions.
- Knowledge of classical music and the orchestral world.
- Knowledge of digital marketing or music metadata management.

Contract Duration

The contract shall be for a fixed term of five (5) years. The working schedule will follow the Orchestra's calendar, with 18–22 working days per month and a minimum of 20 non-working days per year.

Living Expenses, Logistics, and Accommodation

The Foundation will provide monthly financial support to cover accommodation expenses.

The Orchestra will offer logistical support, including assistance with securing suitable housing.

Salary

Salary will be discussed individually upon request.

Medical Insurance

Comprehensive medical insurance will be provided for the entire duration of the contract.

Required Documents

- Curriculum Vitae (CV)

Application Deadline:

December 31, 2025

Please submit your application to: Amalya.deghoyan@armsymphony.am