

With its distinctive architectural profile and the programmatic idea of “music for the thinking ear,” the Pierre Boulez Saal is a major part of Berlin’s cultural life. Approximately 150 events per season include classical music and jazz as well as Arabic and Persian music in concerts, lectures, and workshops. For more information, visit boulezsaal.de

The **Barenboim-Said Akademie gGmbH (BSA)**, on behalf of the Pierre Boulez Saal, is looking to hire at the earliest possible opportunity a

***Digital Content Manager***  
***with focus on online communication (website & social media channels)***

The Pierre Boulez Saal is seeking a Digital Content Manager to assist the Head of Marketing and Head of Digital in overseeing the planning, organization, creation, publishing, and promotion of content across all our digital channels.

***Duties & Responsibilities***

- Creation, optimization, and maintenance of content within the website’s CMS (texts, images, videos, widgets, etc.) in accordance with the corporate identity and corporate design
- Close collaboration with the CMS developers to improve the usability and functionality of the CMS
- Editorial collaboration on content for web-specific appearance
- Conceptualization, planning, and creation of content for the Pierre Boulez Saal’s social media channels in cooperation with the dramaturgy, communications, and marketing departments
- Supporting the marketing team in the creation and positioning of campaigns
- Communication and coordination with media partners
- Maintaining and further developing cooperation with external partners from the arts world in marketing level

***Qualifications & Skills***

- Degree or equivalent training in a relevant field (online marketing, social media marketing, arts management)
- Entry-level professional experience in online marketing with the above
- Experience in working with content management systems (PimCore, Typo3, WordPress)
- Confident content brand management of various social media channels at an expert level
- Excellent language skills in German and English, both written and spoken; additional language is a plus
- Excellent user skills in MS Office as well as Adobe Cloud applications (particularly Photoshop and InDesign)
- Agile and structured way of working
- Passion for digital topics and affinity for website design and technology
- Interest in classical music
- Communicative talent and strong team spirit

We offer compensation in alignment with TVöD Bund EG 08.

Please submit your complete application documents, ***including the keyword “Digital Content Manager,” by September 30, 2021*** to jobs@boulezsaal.de only. We look forward to receiving your application, regardless of gender, sexual orientation, age, disability, or ethnic background.