

Communication officer

CDI

Date de mise en ligne : **29/05/2017**

Date limite de l'offre : **30/06/2017**

Intitulé du poste : **Communication officer**

Région : **Pays de la Loire**

Département : **44 - Loire-Atlantique**

Type de métier : **Communication / Web**

Type de contrat : **CDI**

Temps de travail : **Temps plein**

Salaire mensuel brut (en euro) : **1750**

Niveau de rémunération : **Convention collective de l'animation - Groupe D**

Live DMA

Adresse mail de la structure : contact@live-dma.eu

Adresse : **35 rue crucy**

Code postal : **44000**

Ville : **NANTES**

Site web : www.live-dma.eu

Description du poste :

Live DMA is a European network for music venues and festivals. It gathers 17 members (regional or national associations/federations) in 13 countries, and represents more than 2500 music venues and festivals. Live DMA provides support and networking opportunities for the sector's professionals : resource, studies, working groups, events and meetings... and Live DMA works on raising live music issues to share and find common solutions at the European scale.

In the frame of Creative Europe programme, Live DMA has been granted to develop its new project, "Live Style Europe" (LSE, 2017 - 2021).

Live Style Europe's goal is to empower Live DMA members and their ability to react and adapt to the live music sector's changes. The project has a double effect, targeting both the members (national and regional associations representing music venues and festivals) and the music venues and festivals' teams. To overcome the challenges of the sector, Live DMA will provide the members with innovative tools, services, opportunities, search political influence with public and professional partners and create and execute a comprehensive communication strategy. Hence the activities of Live Style Europe project will include :

- Working on data collection, sectorial analyses and studies
- Setting up thematic working groups (gentrification, gender equity, volunteers engagement,...)
- Developing professional and structural approaches to the live music sector especially in East- and Central Europe
- Carrying out an Independent Venues Campaign, and a public event, the Open Club Door Day (OCDD)

The communication officer will work under the responsibility of the General Secretary. He/She may be responsible for an intern or assistant, and manage the relations with external graphic designer or suppliers. He/she must be able to represent the network during private meeting and public presentations.

The communication officer will be in charge of all of Live DMA communication, both external as well as internal among its members.

MISSIONS :

- Participate in the elaboration of the political communication strategy

- Facilitate networking and exchanges' opportunities with the members
- Gather and organize a resource toolkit for the members
- Run the website, social media accounts, newsletters sending and develop new communication tools
- Coordinate the publications process with the graphic designer and overview the printings
- Set up media relations and press releases
- Manage the Independent Venues Campaign and the Open Club Door Day projects
- Assist the General Secretary for meetings production
- Represent Live DMA during meetings

SKILLS :

- Either a higher education degree in a relevant subject (communication, cultural management, European studies, political science) or significant experience working in a comparable environment (cultural/European project's management/communication)
- A very good knowledge about cultural policies and international music sector with a strong interest for popular live music
- Ability to use graphic tools and design softwares such as Indesign, >> Photoshop or Illustrator, mailchimp and being able to run a wordpress website
- Ability to create tools & methodology to manage campaigns and projects
- Ability to work independently under tight deadlines
- Creative and good relational ease
- Speak fluent English and have perfect writing skills (another language would be an asset)

CONDITIONS :

Please send your application in english (CV, letter of motivation and an example of your work, if possible) to Audrey Guerre by email to contact@live-dma.eu

Date of employment : 01/09/2017

Application deadline : 30/06/2017 - interviews around 20th July (Nantes or skype)

We offer an inspiring working environment and international contacts in the fields of music and cultural policy. Travels and meetings abroad may happen during evenings and week-ends.

Salary will be based on French law, convention collective de l'animation, (group D) according to the work experience of the candidate.

Long term contract (CDI) - 35h/week.

The office is located in Nantes (France)

Contact pour répondre à l'offre :

Nom : **Guerre**

Prénom : **Audrey**

Adresse mail : contact@live-dma.eu