



**ASPEN MUSIC
FESTIVAL
AND SCHOOL**

Job Title: Marketing Coordinator

Reports to: Director of Marketing

Description:

The AMFS seeks a full-time marketing coordinator to assist with the creation of marketing materials, creation of social, email, and digital content, ticket sales, management of on-site merchandise sales, production of ads and flyers, and other marketing and promotion. This position works closely with both the Director of Marketing and Publications Manager in executing tasks.

Qualifications:

Candidates should be familiar with classical music and communications skills, have excellent attention to detail, and a desire to be fully engaged with a team. Experience with style guides, light graphics programs, email programs, or social media apps is useful but not required.

The AMFS presents a world-class summer festival and training program for emerging musicians, so candidates should enjoy working in the arts at an international standard of quality. Hours, especially in the summer, can include weekends and evenings.

Compensation:

- Salary range for this position is \$52,000 to \$54,000.
- Full employee medical, dental, and vision insurance coverage
- \$25,000 life insurance policy
- Option to put aside money pre-tax for health and dependent care expenses
- Pre- or post-tax retirement plan with company match after two years of service
- Medical expense reimbursement plan to offset the insurance deductible
- Cash health and wellness benefit
- An employee assistance program
- Paid holiday schedule of 18 days
- Paid vacation of 13 days the first year that grows up to 23 days after five years
- Paid sick time of 15 days per year
- Season pass to the festival plus one guest
- Aspen Chamber discount on ski passes

To Apply:

Please submit a cover letter and resume to marketing@aspenmusic.org.

Diversity, Equity, and Inclusion:

At AMFS, we are committed to becoming an anti-racist organization and believe that when people feel respected and included they can be more creative, innovative, and successful. While we have more work to do to advance diversity and inclusion, we're investing to move our organization and classical music industry forward. In order to create and maintain a diverse community, AMFS does not discriminate in employment opportunities or practices on the basis of age, race, sex, gender, color, religion, national origin, disability, military status, genetic information, sexual orientation, or any other status protected by applicable state or local law.

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