



Content & Community Manager

ABOUT A NOISE WITHIN

A Noise Within has been called “an oasis for those who love classic stories” by Los Angeles Times and is a leading regional producer based in Pasadena, Calif. ANW’s award-winning resident company is committed to representing the entire community at their state-of-the-art, 324-seat performance space. In addition to producing world-class performances of classic theatre, the organization runs robust education programs with the goal of inspiring diverse audiences of all ages, and a community-centered program – Noise Now – that expands our family by engaging with our neighboring communities and peer organizations.

ANW believes in working hard on our anti-racist practice across the whole organization. By interpreting our mission to fully engage audiences through community and artist-centered work in multiple creative disciplines, ANW is striving to be a theatre that better serves our entire community.

GENERAL POSITION DESCRIPTION

A Noise Within (ANW) seeks a Content & Community to manage external storytelling for the company. The Content & Community Manager reports to the Director of Marketing & Communications and is responsible for storytelling for the organization, through social media, content creation, press, and community engagement. The successful candidate will be an excellent writer, able to leverage traditional and social media platforms to tell the organization’s story and engage audiences. They will manage storytelling for 6 mainstage productions and numerous one-off events generating over \$1 million in ticket sales annually, with a subscription base of over 2,000 loyal patrons. As with all staff, the Content & Community Manager will also have a role in implementing and contributing to ANW’s Strategic Plan and Anti-Racism Action Plan.

RESPONSIBILITIES:

Social Media Management

- Creates social media campaigns for Facebook, Instagram, YouTube, and Twitter that support institutional and project-specific goals.
- Creates social media content that integrates full organizational messaging, including A Noise Now and Education.
- Builds ANW’s social media following.
- Maintains social media calendar.
- Keeps up-to-date on new social media trends and platforms, to ensure ANW is leveraging the full benefits of online engagement.

Content Creation

- Manages the development of the playbill for each ANW production.
- Writes blog posts and other pieces of content to educate, inform, and engage new and loyal audiences in ANW’s work.
- Provides insight and assistance to the Director of Marketing & Communication in developing creative direction and messaging for each ANW project.
- Assists the marketing team in proof reading, copy writing, and ensuring consistency of voice in all materials.

**Press Management**

- Writes press releases.
- Manages opening night press seating.
- Supports the Director of Marketing & PR contractors to ensure maximum media coverage.

Community Engagement

- Works with the teams for A Noise Now and Education to ensure that marketing efforts are reaching the appropriate communities.
- Works with Patron Services Associate to scope new group sales opportunities.

QUALIFICATIONS:

- Minimum of 3 years in a social media, communications, or editorial role
- Minimum of 1 year of experience at a cultural organization (performing arts, museum, or other visitor attraction)

SKILLS & ABILITIES:

- Excellent writer with a keen eye to detail
- Ability to craft creative storytelling, leveraging social media and other online platforms
- Demonstrates a commitment to equity, diversity, and inclusion initiatives and values, and to an anti-racist work culture
- Enthusiasm to learn and grow in a fast-paced environment

COMPENSATION & STRUCTURE:

The position is full time, non-exempt with a salary of \$40,000-\$45,000 annually depending on experience.

- Reports to: Director of Marketing & Communications
- Key Collaborations: Marketing Manager, Patron Services Manager, Noise Now Team, Education Team, Patron Services Associate
- ANW works on a hybrid structure with at least 3 days present and 2 days remote; evening and weekend work will be required.

BENEFITS:

- Company-paid HMO (employees may “buy up” to additional offered coverage)
- 11 paid holidays and one floating day
- Paid vacation and sick time
- Company-matched benefit savings plan

To apply, please send a cover letter and resume to mbateman@anoisewithin.org. Please include “Content and Community Manager–Candidate Last Name” in the subject line. Please, no follow up calls. We invite candidates to review our anti-racism efforts here: www.anoisewithin.org/equity-diversity-inclusion-at-anw. Candidates of color and from diverse backgrounds strongly encouraged to apply.