

JOB DESCRIPTION

Job Title: Senior Artist Manager, Conductors & Instrumentalists
Reports to: Director

1. Purpose of job

The Senior Artist Manager will be a key member of the team responsible for managing Askonas Holt's stellar roster of internationally respected soloists and conductors. The post holder will be responsible for their own portfolio of artists, working together with a Director and Assistant Artist Manager. Our more established artists have specialised and detailed needs while our clients beginning their careers require development, planning and nurturing.

2. Key responsibilities

- Establish and develop strong relationships with clients and promoters
- Advise artists on career development and repertoire
- Negotiate fees and contracts
- Assume ultimate responsibility for ensuring bookings are serviced and all travel and practical arrangements made
- Attend artists' performances at regular intervals – including evenings and weekends, both in the UK and abroad
- Be a strong ambassador for the company and its clients while travelling on business, and represent the company at conferences and on committees as required
- Seek out the right opportunities for our clients
- Take a proactive approach to develop own roster as well as company's roster

3. Person specification

a) Essential competencies

- Substantial experience working at a senior level in artist management, or a similar role involving nurturing/developing classical artists' careers
- Demonstrate a strong instinct for understanding the needs and expectations of artists and promoters
- The ability to mentor junior colleagues, to lead and inspire a team to achieve results
- Demonstrate excellent verbal and written communication skills, including the ability to listen
- The ability to think clearly, quickly and creatively
- Computer literate and experience of managing complex diaries and systems to support artist management

b) Desirable competencies

- Foreign language skills are an advantage with a working knowledge of German highly desirable
- A strong network of industry-wide contacts

*The closing date for applications is **Friday 16 December 2016**. Please send your cover letter and CV to hr@askonasholt.co.uk with 'Senior Artist Manager' as the subject line. Only successful candidates will be contacted for interview.*