
Philharmonia

Digital Media Editor and Coordinator

November 2025

Overview of the Organisation

The Philharmonia Orchestra is one of the world's great orchestras and has been creating thrilling performances for a global audience since 1945.

Artistic Leadership

Celebrated young Finn Santtu-Matias Rouvali is our Principal Conductor. Santtu follows in the footsteps of great artists including Herbert von Karajan, Otto Klemperer and Riccardo Muti. His immediate predecessor Esa-Pekka Salonen is our Conductor Laureate, and Christoph von Dohnányi is our Honorary Conductor for Life. In 2023, Marin Alsop joined the Philharmonia family as Principal Guest Conductor.

This inspirational artistic leadership is at the core of our work on the concert platform, which we then complement with a diverse range of titled artists which change season by season; in 2025/26 our Artist in Residence is dance company Thick and Tight. Our Featured Artist is pianist Vikingur Olafsson. Together with the orchestra, these artists help us shape a programme of performances and projects of the highest quality and distinctiveness.

Organisational Overview

The Philharmonia is a registered charity and as one of the four London self-governing symphony orchestras comprises 80 musicians from 16 countries. The Board is led by Lord King of Lothbury and includes a strong player voice through members of the orchestral committee headed up by President James Buckle. The management team of 40 administrative and backstage staff is led by CEO Thorben Dittes and an Executive Team of six.

Our artistic home is the Southbank Centre in the heart of London, where we give around 35 performances a year. We also have residencies in Bedford, Leicester, Canterbury, and Basingstoke, encompassing longstanding Learning & Engagement projects as well as regular concerts. Additionally, the orchestra is resident at Garsington Opera and the Three Choirs Festival. From our administrative base in Bankside, we create around 250 projects and performances annually and in 2023/24 around 160,000 experienced the Philharmonia sound live.

From LPs to Virtual Reality, we have always been pioneers in using technology to bring our music to the widest possible audience. We have 1 million listeners each month on Spotify, over 500,000 social media followers, and a vibrant YouTube channel with annual viewing figures of almost 3 million.

The future

Following the challenges of the Covid pandemic and a change in executive leadership the organisation has undertaken an extensive mission-vision-values exercise, involving musicians, staff, Board and external stakeholders. The resulting forward direction connects its illustrious musical history and artistic DNA of international excellence, with a firm focus on innovation and the future of the orchestral experience for both audiences and musicians.

The next steps will be to create the detailed strategies, operational models and standouts defining artistic projects which enable us to move towards our vision of the future of a thriving, equitable society with orchestral music at the heart of cultural life, where musicians are celebrated for the work they do to make the world a better place.

Could you be part of that future?

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Job Title

Digital Media Editor and Coordinator

Position Summary

The Philharmonia Orchestra is seeking a skilled and versatile Digital Media Editor and Coordinator to join its Marketing and Communications team. The ideal candidate will have at least two years' experience in a similar role, strong editorial skills, and confidence using key digital media creation platforms.

This new role will play a key part in the orchestra's digital-first strategy, supporting the creation, editing, and distribution of engaging content across web, social media, and other digital channels. Working closely with the Social Media & Content Manager and Senior Producer, the postholder will help bring the Philharmonia's concerts and activities to audiences worldwide. Focused on short form, social-first content, this role requires someone with technical proficiency, excellent organisation and a flexible approach to content capture.

Although based at Head Office, the role involves frequent time out of the office with the Orchestra – whether in rehearsals, at concert venues, or on tour. No two weeks will be the same.

Key Responsibilities

Planning and implementation:

- Work with the Social Media & Content Manager and Senior Producer to plan and deliver the Philharmonia's short- and long-form digital content in line with marketing and organisational priorities
- Contribute to the orchestra's digital-first marketing strategy by identifying opportunities for new and engaging content across platforms such as YouTube, Instagram, and TikTok
- Take ownership of specific projects and tasks, ensuring deadlines are met and communication is clear and proactive
- Ensure that all content produced reflects Philharmonia's visual identity, brand tone, and artistic standards, maintaining consistency across digital and print communications
- Support the effective use of data and analytics to inform decisions about content performance, reach, and audience engagement
- Keep abreast of developments in digital media production, editing software, and social trends, sharing insights and proposing improvements to processes and outputs

Key tasks:

- Edit video, audio, and imagery for web, social, and internal use, ensuring material is produced to a high standard and delivered to agreed timelines
- Assist with content capture at rehearsals, performances, and events, undertaking filming and on-site editing to enable timely release of digital content
- Create motion graphics, captions, and short-form edits tailored for specific social media platforms to maximise engagement and visibility
- Some ad hoc design for print and physical products (i.e. Philharmonia Records, Shopify products, donation boxes etc.)
- Provide light-touch coordination of content schedules and workflows between editors, producers, and departments to ensure smooth delivery and efficient handover of materials
- Support with the management and organisation of media assets using the Philharmonia's content management and digital asset management systems, applying consistent metadata and archiving standards
- Support cross-departmental campaigns and contribute to the planning and delivery of wider marketing and communications projects

Collaboration:

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- Act as an advocate for best practice in digital content creation and file management, encouraging high standards of quality, consistency, and accessibility
- Support and collaborate with colleagues across the Marketing and Communications team, offering technical advice and creative input where appropriate
- Contribute to a positive, inclusive, and solutions-focused team culture that aligns with the Philharmonia's mission and values
- Represent the Marketing and Communications team professionally at Philharmonia rehearsals, concerts, and events, demonstrating flexibility and enthusiasm for the Orchestra's work

Skills and Qualifications

Essential:

- Minimum 2 years' experience in a similar role
- Strong video editing skills using the full Adobe suite
- Working knowledge of Photoshop and After Effects for basic graphics and animation
- Experience managing digital files and metadata within CMS or DAM systems
- Understanding of digital publishing platforms (YouTube, Instagram, TikTok, etc.)
- A keen eye for visual storytelling and attention to detail
- Ability to work flexibly – including some evenings and weekends – to capture live content as it happens
- Excellent organisational skills, with the ability to juggle multiple tasks and deadlines
- Collaborative, adaptable, and proactive approach to teamwork
- A genuine interest in music, digital media, and the performing arts

Desirable:

- Experience filming in live event or performance environments
- Familiarity with orchestral or classical music settings
- Basic understanding of sound editing and colour correction
- Experience of working with a similar arts organisation

Reporting Structure

Reporting into the Social Media and Content manager, the postholder will work closely with the Senior Producer, the wider Marketing & Communications team and colleagues across the Philharmonia.

Employment Type

- Contract: Full time
- Hours: 9.30 – 17.30, Monday – Friday (35 hours per week) plus evening and weekend work as required

Salary and Benefits

- c.£27-28k
- Pension contribution in line with company scheme

Location

The role will be based at our administrative office in Southwark, London SE1; however, the role will require travel within London on a frequent basis and to other UK (and international) locations.

Application Process

- Email CV and cover letter to: team@theHRhub.co.uk
- Subject: Philharmonia – Digital Media Editor & Coordinator
- Closing Date: Sunday 7 December

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- First interviews: Thursday 11 December

Equal Employment Opportunity Statement

The Philharmonia Orchestra is committed to ensuring equitable opportunities and a welcoming environment for all those that engage in our work. We strive for a more representative workforce and encourage applications from under-represented groups in the UK arts workforce, particularly those from Black, Asian and Ethnic Minority backgrounds, from lower socio-economic statuses, d/Deaf and Disabled applicants, and those from the LGBTQIA+ community. We are a Disability Confident Employer. If you require any adjustments to apply for this position or attend an interview, email team@theHRhub.co.uk with 'Reasonable Adjustments - Philharmonia' in the subject line.