



WORK WITH US

Senior Events Manager

Recruitment Pack

Contents

- 2 About the London Symphony Orchestra
- 3 Working at the London Symphony Orchestra
 - 4 About the role
 - 6 About you
 - 7 How to apply

London Symphony Orchestra

About the London Symphony Orchestra



The LSO with Sir Antonio Pappano on the Barbican stage

The London Symphony Orchestra was established in 1904, as one of the first orchestras shaped by its musicians. Since then, generations of remarkable talents have built the LSO's reputation for uncompromising quality, and inspirational repertoires.

Today, the LSO is ranked among the world's top orchestras, with a family of artists that includes Chief Conductor Sir Antonio Pappano, Conductor Emeritus Sir Simon Rattle, Principal Guest Conductors Gianandrea Noseda and François-Xavier Roth, Conductor Laureate Michael Tilson Thomas and Associate Artists Barbara Hannigan and André J Thomas.

The LSO is Resident Orchestra at the Barbican in the City of London. The Orchestra reaches international audiences through touring and artistic residencies – in cities including Paris, Dortmund and Tokyo, at the Aix-en-Provence Festival, across Australasia and Latin America – and through digital partnerships and an extensive programme of live streamed and on-demand online broadcasts.

Through a world-leading learning and community programme, LSO Discovery, the LSO connects people from all walks of life to the power of great music. Based at LSO St Luke's, the Orchestra's community and music education centre and a leading performance venue on Old Street, LSO Discovery's reach extends across East London, the UK and the world through both in-person and digital activity.

LSO musicians are at the heart of this unique programme, leading workshops, mentoring bright young talent,

performing at free concerts for the local community and using music to support adults with learning disabilities. LSO musicians also visit children's hospitals, and lead training programmes for music teachers.

The ambition behind this work is simple: to share the transformative power of classical music with people who would not normally experience it. The impact is unrivalled, and every year, LSO Discovery reaches thousands of people of all ages.

In 1999, the LSO formed its own recording label, LSO Live, and revolutionised how live orchestral music is recorded, with over 150 recordings released so far. Overall, the LSO has made more recordings than any other orchestra.

As a leading orchestra for film, the LSO has entertained millions with classic scores for Star Wars, Indiana Jones, The Shape of Water, and many more. The LSO also uses streaming services to reach a worldwide audience totalling millions of music-lovers who listen online every month.

Through inspiring music, educational programmes and technological innovations, the LSO's reach extends far beyond the concert hall. Thanks to the generous support of The Corporation of the City of London, Arts Council England, corporate supporters and individual donors, the LSO is able to continue sharing extraordinary music with as many people as possible, across London, and the world.

Working at the London Symphony Orchestra



Young musicians performing on-stage at BMW Classics in Trafalgar Square

LSO Development Department

The LSO's Development Department raises over £3 million per year from the private sector, with ambitious plans to grow fundraised income over the coming three years. Comprising 13 members of staff, the Department's objective is to generate income from corporate supporters, trusts and foundations, individual donors and special events, in support of the LSO's activities both in the UK and abroad.

Reporting to the Head of Development, the Senior Events Manager will be responsible for the strategic planning and implementation of the LSO Development Events programme by managing all aspects of major donor and corporate event organisation, and generating income through the creation, development and delivery of major fundraising events. These will range from major Gala fundraisers and sponsor events to intimate recitals for major donors.

Location

Based at the LSO's offices at the Barbican Centre, with the option to work remotely for up to two days per week.

Hours

37.5 hours per week. Core hours are 9.30am to 6pm,

Monday to Friday. Some additional evening and weekend work will be required.

Salary

£40,000 – £45,000 per annum

Benefits

25 days annual leave, plus bank holidays.

Interest-free loan for a season travel ticket.

Private Medical Insurance

Income Protection Scheme

Subsidised catering facilities provided by the Barbican Centre.

Membership of company pension scheme with enhanced contributions in line with scheme rules.

Cycle-to-Work scheme.

Employee Assistance programme.

Free tickets to LSO concerts at the Barbican and Lunchtime Concerts at LSO St Luke's (subject to availability).

About the Role



Ayanna Witter-Johnson performing at the Barbican



A Lunchtime Concert at LSO St Luke's

Key Responsibilities

Collaborate with the Development Team to strategically plan and deliver the LSO events programme, including the Season Opening, annual celebration, sponsor events, international receptions, private recitals, and bespoke gatherings.

Define objectives and ROI for all events in consultation with senior team members, ensuring alignment with the LSO Development Strategy and Business Plan.

Lead full-cycle event management: venue sourcing, marketing, ticketing, budgeting, onsite delivery, and post-event analysis, managing supplier and venue negotiations and process proposals.

Oversee income and expenditure budgets, ensuring financial targets are met and provide timely reforecast reports to support strategic planning. Support financial management with the Head of Development, including VAT, Gift Aid, and accurate reporting.

Cultivate strong relationships with key stakeholders, including proactive committee engagement to drive event success.

Research and propose unique event concepts, securing speakers, artists, and special guests.

Maximise income from galas and fundraising events through collaboration on sponsorship, auctions, ticket sales, and donations.

Ensure adherence to internal event policies, including health and safety protocols and champion best practices for event planning across the organisation.

Joint line-management of the Development Co-ordinator, and ad-hoc management of temporary staff as appropriate, particularly ahead of Gala events.

Building, managing, briefing and leading teams to support events, across LSO departments.

Regularly attending evening concerts and events at the Barbican Centre as required by the post. Evening concert duty is worked on a rota basis within the Development Department. Some travel may be required to meet the demands of this post.

About You



LSO Brass at St Paul's Cathedral



LSO East London Academy young musicians

We are looking for someone with:

- At least two years' experience of working on high level events, preferably within a fundraising environment.
- Experience of line-managing staff
- Self-motivated with strong organisational skills and attention to detail.
- Strong project management skills.
- Excellent working knowledge of MS Office
- Ability to prioritise and manage a pressurised workload.
- Excellent written and verbal communication skills with an ability to talk to donors and sponsors at a senior level.
- Good presentation and persuasive skills.
- A good team player with the ability to work effectively across teams.
- Willingness to attend events outside of normal working hours.

Desirable

- Working knowledge of Raiser's Edge fundraising database and design packages such as Canva.
- Experience of working in an arts organisation or voluntary sector organisation.

How to Apply



A workshop at an LSO Discovery Family Concert

The closing date for applications is 12pm on Monday 23rd June 2025.

If you would like to apply for this role, please visit lso.co.uk/jobs, where you will be asked to complete our application form and equal opportunities form. If you are unable to complete the application form, please contact oli.mcginnes@lso.co.uk for assistance.

If you have any questions about this role, please contact: Bryony Benstead, Head of Development, bryony.benstead@lso.co.uk

As an equal opportunities employer, the LSO is committed to the equal treatment of all current and prospective employees and does not condone discrimination on the basis of age, disability, gender, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership.

We aspire to have a diverse and inclusive workplace and strongly encourage suitably qualified applicants from a wide range of backgrounds to apply and join the LSO.