GRAND TETON MUSIC FESTIVAL

Grand Teton Music Festival
Engagement Coordinator — Seasonal

OVERVIEW

The Grand Teton Music Festival in Jackson Hole, Wyoming, seeks an interested individual to join its seasonal staff as the Engagement Coordinator. This position will support the Festival's community engagement and marketing activities, helping to expand the organization's reach and grow attendance. This position reports to the Director of Marketing & Communications.

This is a seasonal, full-time position with employment spanning approximately 9 weeks - June 15 to August 15, 2026. Because of the event-oriented nature of the work, daily and weekly schedules, shift breaks, days off, and time off are subject to change to fulfill job duties at the discretion of the supervisors. This position is expected to work 40 hours per week.

DUTIES & RESPONSIBILITIES

- Marketing and Community Engagement — assist in strategy for planning and handling implementation of "grassroots" marketing related to On the Road performances and other community engagement events throughout the summer season
- Manage marketing-related tasks at concerts, including managing photographer and videographers, partner materials, and distribution of marketing materials
- Work with Front of House Manager to manage program book inventory and distribution, recycling, inserts, and concert signage
- Assist with setting up and breaking down community engagement events throughout the summer
- Encourage patron and community engagement survey participation throughout the summer at events
- Prepare weekly itineraries for GTMF musicians involved in community engagement programs
- Support Festival social media and digital and physical branding
- Collect information from multiple stakeholders and prepare drafts for the weekly Education & Community Engagement (ECE) eNewsletter
- Provide exemplary customer service to all patrons and constituents
- Work both day and evening shifts as assigned
- Perform other duties as assigned

REQUIREMENTS

- An interest in marketing and arts administration is preferred
- Must possess strong customer service skills
- Exceptional written and verbal communication skills
- Experience in photography/video creation preferred
- Excel in a fast-paced environment that requires independence and taking initiative
- Possess a valid driver's license and access to a personal vehicle
- Arrive punctually for each scheduled shift in appropriate attire
- Familiarity with classical music and standard orchestral practices preferred
- A general love for the arts and a good sense of humor is required

COMPENSATION

- Stipend is $600 per week, payable on the 15th and last day of each month
- Housing in shared accommodations will be provided for the duration of seasonal employment

Interested candidates should send resumes and cover letters to jobs@gtmf.org.

About GTMF

The Grand Teton Music Festival, founded in 1962, unites over 250 celebrated orchestral musicians led by Music Director Sir Donald Runnicles in Jackson Hole, Wyoming each summer. GTMF is one of America's leading summer classical music festivals. The Festival Orchestra, a full orchestra made up of musicians from all the top orchestras around the country, makes up the centerpiece of the Festival.

As the single largest performing arts presenter in Jackson Hole, Wyoming with more than 120 annual events, GTMF also presents year-round programming that includes community concerts and education programs for Teton County students.

About Jackson Hole

Jackson Hole, Wyoming, is a stunning valley home to several towns, including Jackson, Wilson, and Teton Village. Known for its incredible natural beauty, outdoor activities, vibrant arts scene, and western charm, it's one of the top year-round destinations in the world. The region is bordered by Yellowstone and Grand Teton National Parks, offering breathtaking views of snow-capped peaks, vast forests, and abundant wildlife.

Outdoor enthusiasts will find endless adventures, from world-class skiing and snowboarding in winter to hiking, biking, and fishing in the warmer months. Jackson Hole is also a cultural hub, with a thriving arts community, top-ranked galleries, a renowned symphony, and signature events like the Fall Arts Festival and the Jackson Hole Rodeo. Downtown Jackson is a lively mix of fine dining, unique shops, and western-inspired activities, making it a dynamic place to live and visit.