Communications and Development Officer - Lycée Alphonse De Lamartine Tripoli

Lycée Alphonse De Lamartine in Tripoli is a renowned educational institution.

Working Schedule: 36 hours per week
Major: degree in Mass Media and Communication, Marketing, or any related field
Experience: fresh graduates are accepted

Major Responsibilities:
- Attract new students and retain the school community
- Enhance the image of the institution and more broadly, those of the MLF network, AEFE, and the French diplomatic mission in Lebanon, particularly in cultural and educational activities
- Maintain relationships with the local press and audio-visual media
- Organize necessary market research studies
- Ensure competitive intelligence
- Identify companies and organizations to develop sponsorship, donations, and solidarity actions
- Propose indicators to measure the effectiveness of the communication and development strategy

Additional Requirements:
- Trilingual (French, Arabic, and English with an excellent level of French (Diplôme Approfondi de Langue Française (DALF))
- Mastery of marketing techniques for development and retention.
- Proficiency in office, digital, web analysis, and statistics tools.
- Mastery of communication techniques.
- Mastery of tools for designing and creating posters and visuals.

How to Apply:
Kindly send your CV or contact the Career Services Center, E-mail: career.services@balamand.edu.lb; Ext. 7801; 7802