

## **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](mailto:career.services@balamand.edu.lb);  
Ext. 7801; 7802