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PAULINE KORBAN

OBJECTIVE

Results-driven, highly motivated person always searching for challenging opportunities in innovative and creative industries to employ my exceptional experience and knowledge in project management, community building and partnerships to benefit the organization

EXPERIENCE

Team Lead and Business Development Manager |July 2021 – Till Present| Warner Music Group - MENA

I am currently in charge of the music licensing and brand partnerships department for the MENA office, and I oversee the rights management application for our catalog in the region. My duties cover the following:

- **Team Lead and Project Management:** Coordinate with our local and global teams to ensure proper project execution while respecting our set OKRs, KPIs and seek new business opportunities to expand our services.
- **Brand Partnerships:** Map and identify new brand partners in the region, assess collaboration potential and develop business partnership proposals between our artists and the potential brands/leads
- **Music Licensing and Supervision:** Negotiate licensing agreements with labels, publishers and artists. Research music rights, manage music catalogs, and stay up to date with industry trends and new regulations. Develop and, maintain relationships with creative agencies and production houses and assist them in sourcing the right music for their briefs

PA to Managing Director |July 2018 – Till July 2021| Warner Music Group - MENA

- **High-level executive support,** acting as a first point of contact, managing diaries, coordinating travel and meetings, handling correspondence, drafting documents, and assisting with strategic projects to free up the MD's time for core business activities.

Program Manager |Sep 2017- March 2018| Social Entrepreneurship Program (SoUK) with the UK Embassy

I was responsible for the overall program management and execution, focusing on fostering and empowering Social Entrepreneurs. My duties covered the following:

- **Overall planning** the activities alongside the program partners (DAI and the FCO), resources, skills and operations of the program.
- **Monitoring** the social enterprises business development during the acceleration period
- **Projects' implementation and Reporting** to donors and stakeholders
- **Identification of funding resources**, growth opportunities and revenue streams for social entrepreneurs.
- **Budgeting** processes to support financial infrastructure of program.
- **Strategic Community partnerships** to feed the program with training support, mentorship network and outreach campaigns

Partnerships and Program Manager (Startup Program) | May 2015 – March 2018 | AltCity

- **Events and workshops** Plan various all the workshops/events/webinars for the Incubator, and execute the same with the help of team members and external consultants
- **Mentor Network** support the program manager in developing the mentor network for the Incubator and work with them to make the Incubated venture successful.
- **Partnerships and sponsorships** support the program manager to forge partnerships with other organizations for providing services to the startups or the organization, marketing the program, sponsorships...etc. Liaison with the government and industries.
- **Reporting** by providing input on support provided an impact made.

Community and Events Manager – Startup HUB |Jun 2013 – May 2015| AltCity

- **Manage** all building operations and communicate with market support to ensure highest level of member satisfaction
- **Develop** community initiatives designed to create connections between members, including member introductions, overseeing events, electronic and print communications, and building walkthroughs
- **Oversee** events to ensure there is a good balance of educational, member appreciation, and lead generating/sales related events Prepare daily, weekly and monthly reports that outline community and sales progress
- **Engage** in the larger city community by attending events and networking with local start-ups and organizations

- **Effectively** manage Community Services Leads

Food and Beverage Expert |2008 – 2013|

6 years in F&B project consultancy and design (details to be provided upon request)

EDUCATION

- **2003 -2004 Université Catholique de Lyon, Achrafieh**
ESDES (Bac +4), Finance
 - **2001-2003 Pigier, Supec Achrafieh**
Bac +3, Finance & Audit
 - **1984 -1999 Collège de la Sainte Famille Française, Fanar**
Bac II (French & Lebanese) degree with emphasis on Experimental Science
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PROFESSIONAL TRAININGS & CERTIFICATIONS

- **Project Management Certification** from l'Ecole Supérieure des Affaires (ESA), Clemenceau
 - **Effective Time Management Certification** by Starmanship and Associates
 - **Effective HR Management & Retention Techniques –**
Management Mix
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LANGUAGE

- Proficient in English, French and Arabic
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SIDE ACTIVITIES

- Marathon Runner, dedicated Crossfit athlete, fitness and wellness advocate