



FUNDRAISING MANAGER

Freelance position | Luxembourg | Starting January 2027

About Elisabeth Schilling & Company

Elisabeth Schilling & Company is an internationally active contemporary dance company based in Luxembourg, founded by choreographer Elisabeth Schilling.

Over the past decade, the company has developed a distinctive body of work at the intersection of contemporary dance, music, visual art and interdisciplinary research. Its productions have been presented across 19 countries and move between theatres, concert halls, festivals, museums, public spaces and community contexts.

The company's work encompasses international artistic productions and touring, commissions and collaborations with cultural institutions, as well as **Mat lech**, its growing social-artistic programme bringing professional dance and live music into care, educational and community settings across Luxembourg.

As the company enters its second decade and continues to grow nationally and internationally, we are looking for a **Fundraising Manager** to strengthen and diversify our funding base and accompany the company's long-term strategic development.

The Role

The Fundraising Manager will work closely with Artistic Director Elisabeth Schilling, the producer, board and wider company team.

The role combines **fundraising strategy, prospect research, relationship development, application writing and long-term partnership building.**

Key responsibilities will include:

- Developing and implementing a fundraising strategy for Elisabeth Schilling & Company
- Identifying relevant foundations, companies, philanthropic organisations and other potential funders in Luxembourg and internationally
- Researching new funding opportunities and maintaining a structured funding pipeline
- Developing relationships with prospective funders and partners
- Preparing funding applications, proposals, letters of intent and supporting materials

- Coordinating application deadlines and required documentation
- Supporting the Artistic Director in preparing for meetings with funders, sponsors and institutional partners
- Developing compelling cases for support for different areas of the company's work
- Supporting fundraising for artistic productions, international touring, organisational development and the Mat lech programme
- Maintaining and developing relationships with existing funders
- Contributing to funding reports and follow-up communication
- Supporting the development of private sponsorship and corporate partnerships
- Working with the company team to translate its artistic and social impact into clear, compelling funding narratives
- Contributing to longer-term thinking around financial diversification and organisational sustainability

We are looking for someone who is interested in **building relationships, understanding the company deeply and developing a strategic funding ecosystem around its work.**

Who We Are Looking For

We are looking for a highly articulate, strategic and proactive person who understands both the cultural sector and the importance of relationship-building in fundraising.

We are a small, dynamic team with a fast-moving and highly efficient way of working. We value agility, trust, initiative, clear communication and shared responsibility, and are looking for someone who feels at ease in this environment and enjoys moving things forward together.

Ideally, you:

- Have previous experience in fundraising, cultural management, philanthropy, sponsorship, development or a related field
- Have a very good understanding of Luxembourg's cultural landscape and funding environment
- Have knowledge of Luxembourg-based foundations, companies, public bodies and philanthropic networks
- Are an excellent researcher, able to identify opportunities strategically rather than simply responding to open calls
- Write exceptionally well and can adapt your language to different funders and contexts
- Can translate artistic ideas into clear, accessible and persuasive proposals without losing their complexity
- Are comfortable developing relationships with senior representatives of foundations, companies and institutions

- Are highly organised and able to manage several priorities and deadlines simultaneously
- Bring agility to a fast-moving and efficient working environment, adapting quickly to changing priorities while maintaining focus and momentum
- Work independently and proactively while staying closely connected to the wider team
- Are a natural team player and collaborator who enjoys working closely with others
- Are an empathetic and attentive communicator with strong interpersonal skills
- Bring a constructive, solution-oriented approach to challenges
- Are generous, reliable and respectful in collaborative working environments
- Are interested in contemporary art, culture and the social role of artistic practice
- Are motivated by long-term organisational development rather than short-term fundraising alone

Experience with European or international cultural funding would be an additional asset. An existing network within Luxembourg's philanthropic, corporate or cultural sector would be highly valued.

Languages

The company operates in a highly international and multilingual environment.

We are particularly interested in candidates who can work confidently across French, German, English and Luxembourgish.

Fluency in all four languages would be ideal. Excellent written English and French are particularly important for the role, together with strong communication skills across Luxembourg's multilingual professional landscape.

Working Arrangement

- **Start:** January 2027
- **Contract:** Freelance
- **Location:** Luxembourg / hybrid
- **Workload:** Approximately 5 hours per week on average, depending on funding cycles and application deadlines
- The workload will fluctuate throughout the year, with more concentrated periods around major applications, fundraising campaigns and strategic meetings
- Hourly rate: €20–€35, depending on the candidate's level of relevant professional experience.

The position is conceived as an ongoing collaboration, with the opportunity to play a significant role in shaping the company's next phase of development.

We are looking for someone who sees fundraising not only as securing resources, but as building meaningful alliances around a shared artistic and social vision.

How to Apply

If you feel this position could be a good fit for you, we would love to hear from you.

Please send us your application, including:

- your CV
- a motivation letter outlining why you believe you would be a strong candidate for Elisabeth Schilling & Company, what interests you about this particular role, and what you feel you could bring to the position
- 3 letters of recommendation and/or contact details for professional references

Please submit your complete application by **15 November 2026**.

Following an initial selection process, shortlisted candidates will be invited for an **interview in December 2026**.

We look forward to discovering your experience, your perspective, and what draws you to working with us.