



MAT IECH 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 ten years, the company has developed a distinctive artistic practice at the intersection of dance, contemporary music, visual art and interdisciplinary research. Its productions have been presented across 19 countries in theatres, concert halls, museums, festivals and unconventional spaces.

Alongside its international artistic productions and touring activity, the company is deeply committed to creating meaningful encounters between dance and people who may have little or no access to cultural institutions.

This commitment lies at the heart of **Mat lech**.

About Mat lech

Mat lech is Elisabeth Schilling & Company's long-term social-artistic programme, bringing professional contemporary dance and live music into care homes, hospitals, educational settings and community organisations across Luxembourg. Initiated in 2022, the programme has grown from a pilot project into an expanding national initiative, reaching a wide range of audiences and institutions across the country.

Rather than simply transferring a theatre production into another context, Mat lech has developed into an adaptive artistic and mediation model. Each encounter is shaped in dialogue with the participating institution and its community. Artistic adaptation, preparation with partner organisations, participatory elements and follow-up all form part of the programme.

As Mat lech enters its next phase of development, we are looking for a dedicated **Mat lech Manager** to coordinate its activities, nurture its partnerships and help us build the programme sustainably for the future.

The Role

The Mat lech Manager will work closely with Artistic Director Elisabeth Schilling, the company's producer, artistic team and external partners.

The role combines **project management, communication, partnership development and coordination.**

Key responsibilities will include:

- Coordinating Mat lech tours, workshops and activities across Luxembourg
- Acting as a central contact for participating institutions, including care homes, hospitals, schools and community organisations
- Building and maintaining strong, long-term relationships with institutional and cultural partners
- Coordinating schedules, planning, logistics and communication between institutions, artists and the company team
- Supporting the preparation of each institution ahead of a Mat lech visit
- Helping develop the programme's mediation and participatory formats
- Maintaining project documentation, schedules, databases and contact lists
- Gathering feedback and supporting the evaluation and documentation of the programme's impact
- Reprting to funders and project partners
- Identifying potential new partner organisations and opportunities for the programme
- Contributing to the longer-term strategic development of Mat lech as a permanent social-artistic programme in Luxembourg

The Mat lech Manager will play an important role in ensuring that the programme remains both **artistically ambitious and deeply attentive to the people and institutions it encounters.**

Who We Are Looking For

We are looking for someone who combines excellent organisational skills with warmth, sensitivity and a genuine interest in working with people.

Ideally, you:

- Have experience in cultural project management, arts administration, production, mediation or a related field
- A university degree (Bachelor's or Master's) in Cultural Management, Arts Management, or a related discipline.
- Have a strong understanding of Luxembourg's cultural and institutional landscape
- Are comfortable communicating with very different partners, ranging from artists and cultural institutions to care professionals, educators and social organisations

- Are highly organised, independent and reliable
- Enjoy building long-term relationships and working collaboratively
- Are confident managing several strands of activity simultaneously
- Have excellent written and verbal communication skills
- Are sensitive to the particular needs of elderly people, vulnerable audiences and people with different physical, cognitive or social needs
- Are interested in contemporary dance, music and socially engaged artistic practice
- Are proactive and able to take ownership of a project while working closely with a small team
- A natural team player and collaborative colleague who enjoys working closely with others
- An empathetic and attentive communicator with strong interpersonal skills
- A constructive, solution-oriented approach to challenges
- Generous, reliable and respectful in collaborative working environments

Knowledge of Luxembourg's healthcare, social, educational or care sectors would be a particular advantage.

Languages

Luxembourg is a multilingual environment and communication with our partner institutions takes place in several languages.

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

Fluency in all four languages would be ideal. Strong competence in at least three, combined with a willingness and ability to navigate a multilingual working environment, may also be considered.

Working Arrangement

- **Start:** January 2027
- **Contract:** Freelance
- **Location:** ideally Luxembourg, with an option of combination of presence and remote work, meetings and on-site presence at partner institutions
- **Workload:** Approximately 7h hours per week on average, with greater intensity during touring periods
- Some flexibility in working hours is essential, particularly around project periods, performances and institutional visits
- Hourly rate: €20–€35, depending on the candidate's level of relevant professional experience.

The position is conceived as a long-term collaboration and an important part of the future development of Mat lech.

We particularly welcome someone who is interested not only in coordinating the programme as it exists today, but in helping us imagine what it could become over the coming years.

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
- **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.