

cie. **toula limnaios**

the cie. toula limnaios is looking for a member of our team for tour management (male / female) on January 1, 2021 (initially limited to December 31, 2022)

the tasks include:

- reliable and independent planning and coordination of co-productions, tours and guest performances
- communication and contract negotiations with organizers, artists, cooperation partners and partner venues in coordination with the artistic management of the cie. toula limnaios
- application management, acquisition and billing of third-party funds
- coordination of the organizational planning and implementation of the cooperation
- willingness to work in the evenings and on weekends

requirements:

- completed studies in arts or cultural studies or cultural management or a comparable education (if you have proven sufficient professional experience, the university degree is not mandatory)
- relevant and several years of professional experience in a cultural establishment knowledge of the structure of international festivals and independent production facilities as well as national and international funding structures
- good business knowledge and skills
- independent, conscientious and goal- and solution-oriented way of working
- ability to think strategically, analytically, conceptually and in an implementation-oriented manner
- communicative skills, high organizational and team skills, creativity, flexibility and resilience
- ability to understand and convey complex relationships
- business fluent in german and english in word and writing, other languages are desirable
- security in dealing with office software (e.g. excel, word)

we offer:

- a monthly fee based on the tv-l
- a company pension scheme (vdb)
- the support of a committed and collegial team
- exchange and contacts with national and international artists
- a creative and artistic work environment

we ask for your understanding that we cannot take over any costs that may arise as part of the application process.

if you are interested in joining our team, please send your detailed application with a curriculum vitae in a pdf file to leitung@toula.de