



Zirkus ON is looking for an:

- **EU Project Managing Director (in freelance, workload: around 30 working days over 28 months)**
- **EU Project Manager (in freelance, workload: around 11 working days, mainly end of 2026-beginning 2027 & September 2027)**

Application deadline: 06.02.2026

Start date: 01.03.2026 (at the latest)

These job offers are linked to a European grant and are initially limited until 30/06/2028.

\*\* We would be happy to find one person taking over both roles considering the low amount of working days over the 28 months. Please send only 1 application if you are interested to take over both missions. \*\*

### **About Zirkus ON**

Zirkus ON is the Creative Alliance for Circus Arts in and from Germany.

Zirkus ON promotes artistic development, visibility and professionalization of the circus scene, and thus strengthens and shapes circus art in and from Germany.

The creative alliance Zirkus ON consists of 19 partners (festivals, venues, rehearsal and residency spaces and an umbrella organization). Together, they accompany yearly three circus projects selected by a jury in the development of their aesthetic forms of expression. By means of knowledge transfer, mentoring, residencies, presentations, production support as well as early connection to professional structures, Zirkus ON brings together aspiring circus artists, organizers, educational institutions and performance venues nationwide – to promote quality, joy in experimentation, audience acquisition, touring, aesthetic discourses and the recognition of contemporary circus.

More about Zirkus ON can be found at [www.zirkus-on.de/en/](http://www.zirkus-on.de/en/).

## About the EU project 'Circus Loops'

The CIRCUS LOOPS project aims to further develop and enhance the quality of the artistic creative process in contemporary circus in Europe, with a particular focus on active and structured audience participation. The starting point is the recognition that, although the artistic vision of the performers is central, its full potential can only be realized through targeted, reflective feedback from the audience. Against this backdrop, the project partners are developing a transnational residency programme in Croatia, Germany and the Netherlands that offers artists from all over Europe time, space and resources for their work.

### Project objectives:

- to strengthen **transnational artistic creation and circulation by establishing a collaborative residency program**, sharing resources and facilitating the development of three innovative artistic circus works for wider audiences.
- to develop and share an innovative **feedback methodology** 'Feedback Loops' which includes audience feedback in the creation process, and a Feedback Loops toolbox to help circus artists and authors to develop their dramaturgical skills.

Specifically, the project comprises an Europe-wide open call for proposals, from which three circus projects will be selected. Each project will take part in three residencies (nine in total), presenting six work-in-progress performances with feedback sessions and a final presentation. A Feedback Loops Method will be developed and presented in both a physical and a digital toolbox. The method will be introduced during workshops at network events, festivals and circus education programs (from youth circus to higher education).

## About the job as Managing Director

### The tasks include:

- project management for the German part of the project in close alignment with the European partners
- the billing, invoice management and financial processing of the project
- support for dissemination of the project results
- team management (max. 2 people)
- participation in a monthly Jours Fixe with the European partners

### Timeline & business trips to be expected:

- **March, 16.-20 2026:** kick-off meeting in Karlsruhe, Germany. Main tasks: organization and moderation of the kick-off meeting together with the artistic director, documentation & communication around the event, billing and invoice management (willingness to travel to Karlsruhe wished)
- **Jan/Feb 2027:** Main tasks: organization and implementation of the 3 residencies and work-in-progress showings taking place over 10 days in Jan or Feb 2027 with the support of the project manager, organization and moderation of the working meeting of the EU project team, communication around the event, billing and invoice management
- **Sept 2027:** organization and implementation of the final presentation planned within the ATOLL Festival in Karlsruhe in Sept 2027 with the support of the project manager, organization and moderation of the working meeting of the EU project team, documentation & communication around the event, billing and invoice management.
- **Oct – Nov 2027 + final support in June 2028:** Financial report/documentation at the end of the project and participation to the final evaluation meeting (willingness to travel wished)

### Your Profile

- +3 years of professional experience in finance and administration and project management, ideally previous experience with EU projects and team coordination
- Ability to organize and do your tasks independently
- Experience in cultural sector and in communicating with artists regarding all project-related organisational matters
- Willingness to travel for work (see timeline)
- Good communication skills, team player
- Confident writing and negotiation skills in German and English (B2+/C1)
- Interest in working in a small team and in contemporary circus, ideally willingness to evolve in our organization in the long-term with other projects

## We offer

- Job in freelance, daily fee: around 500€
- Work from home
- Personal development potential, knowledge transfer and skills enhancement as part of the EU partnership
- A creative and artistic working environment

## About the job as Project Manager

### The tasks include:

- Organization and implementation of residencies, work-in-progress showings and the final presentations in Karlsruhe, Germany, in close collaboration with the Managing Director
- Support for invoice management

### Timeline:

- **Jan/Feb 2027:** Main tasks: organization and implementation of the 3 residencies and work-in-progress showings taking place over 10 days in Jan or Feb 2027 in close collaboration with the Managing Director
- **Sept 2027:** Main tasks: organization and implementation of the final presentation planned within the ATOLL Festival in Karlsruhe in Sept 2027 in close collaboration with the Managing Director

## Your Profile

- +2 years of professional experience in project management in the cultural sector, ideally previous experience with EU projects
- Ability to organize and do your tasks independently
- Experience in communicating with artists regarding all project-related organisational matters
- Good communication skills, good team player
- Confident writing and negotiation skills in German and English (B2+/C1)
- Interest in working in a small team and in contemporary circus

## **We offer**

- Job in freelance, daily fee: around 340€
- Work from home
- Personal development potential, knowledge transfer and skills enhancement as part of the EU partnership
- A creative and artistic working environment

**Application deadline for both roles:** 06/02/2026

## **Application process:**

Interviews will take place online via Zoom on February, 11 & 12.

Contact person for questions about this offer and the application process:  
alice@zirkus-on.de

Please send your application with your resume and cover letter by email to the association's board of directors: kontakt@zirkus-on.de

The decision on filling the position is made by the association's executive board in consultation with the project team.

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