

Head of Literature & Publishing (m/f)
Kultur | lx – Arts Council Luxembourg
Permanent contract - 40 hours per week

About Kultur | lx

Kultur | lx – Arts Council Luxembourg is a public body that supports the development and promotion of art and culture from Luxembourg on an international scale. It seeks to help creatives develop professional skills and also facilitates exchanges between professionals in Luxembourg and other countries.

Kultur | lx has the following missions:

- Contribute to policies that foster creative work aimed at increasing and further raising the profile of Luxembourgish artists both in the Grand Duchy of Luxembourg and abroad;
- Encourage and support creative work and develop the culture sector, for example through commissions, agreements, subsidies, financial support, grants and awards;
- Provide career development support for artists and creatives;
- Boost the impact and promotion of creative work in the Grand Duchy of Luxembourg;
- Promote creative work abroad in cooperation with Luxembourg's diplomatic and consular network;
- Manage and follow-up works receiving one or more types of support.

Job description

Reporting to the Kultur | lx Directors, the Head of the Literature and Publishing Department will be the contact point for the publishing sector in Luxembourg (authors, editors, institutions, federations etc.) and will implement strategies to develop the sector and promote international distribution. The Head of Literature and Publishing Department will:

- Draft and implement the development strategy and programmes for activities in Luxembourg and abroad;
- Maintain and develop a network of partners at national and international level;
- Support promotion, distribution, international publication and translation of works and authors;
- Organise the sector's representation at major events for professionals such as fairs, meetings and festivals;
- Coordinate and organise major events for professionals in the publishing sector in Luxembourg;
- Develop programmes for residencies, training and other types of support for publishing professionals;
- Plan and manage the department's budget;
- Any other tasks required by the Employer.

Required profile

- Minimum 5 years' experience in a similar role;
- Minimum 3 years' of higher education specialised in culture management, publishing or a similar course;
- Curiosity and proven interest in literature and publishing;
- Knowledge of the cultural scene in Luxembourg and international networks;
- Strong relationship and organisation skills;
- Familiarity with IT tools and social networks;
- Extremely flexible (travel required).

Languages required:

French, German, English, Luxembourgish

Start date:

October / November 2024 (to be agreed upon)

Application deadline

1st September 2024

The role is based in Esch-sur-Alzette, Luxembourg.

Applications including a cover letter, CV, and proof of the required qualifications (certificates, diplomas) should be sent to:

Kultur | lx – Arts Council Luxembourg
for the attention of Mr Jo Kox, President
5-7, rue de l'Alzette
L-4011 Esch-sur-Alzette
Tel.: +352 26 26 21 21 – E-mail : jobs@kulturix.lu