

敲擊襄 Toolbox Percussion

#FEELTHEPULSENOW



toolboxpercussion



www.toolboxpercussion.org | www.ticafestival.org

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TOOLBOX PERCUSSION
敲擊襄



Toolbox International Creative Academy (TICA) 2021 **Arts Management Internship Programme**

Supported by the Arts Capacity Development Funding Scheme HKSAR Government, Toolbox Percussion is launching the 4rd Toolbox Intentional Creative Academy, TICA In **April, 2022**. We are looking for energetic and ambitious individuals to join the TICA team as interns.

You will:

- gain hands-on working experience in programme management and event production execution through working closely with the TICA team, from pre-event marketing planning, guests and speaker outreach and management, to on-site setup and backstage management, you will understand how to host and run a multi-day event;
- learn about working the dynamics of an emerging local arts organization;
- access to inspiring master classes, workshops and talks on various aspects of creativity, and attend concerts delivered by a pool of international musicians.

Join us if you:

- are a full time undergraduate/post-graduates student, or a recent graduate;
- have a good command of spoken English, Cantonese(and/or) Mandarin;
- are well-organised, detailed-oriented and eager to learn;
- are interested in developing a career in arts administration and performing arts.

You will help with the following tasks:

- to assist TIAC artist-faculty, guest artists and fellows in classes, rehearsals and concerts throughout TICA.
- to co-ordinate and liaise with artists and TICA fellows;
- to assist the TICA team with logistics and general admin work of TICA.

Interns are expected to contribute **12-18 hours per week** during the internship period and **at least 20 hours during TICA week**. All recruited members will be invited for a briefing session..

A reference letter and small travel allowance will be provided upon satisfactory completion of the internship. Credits to your university studies are also allowed in selected institutes.

Application:

Please send your CV to tica@toolboxpercussion.org by **15 February 2022**

All information provided will only be used for recruitment-related purposes. Candidates not invited for an interview within three weeks may consider their applications unsuccessful and the applications will be retained for six months.