

2010 AAPAF INTERNSHIP AWARD

1. Aim

- a) Provide opportunities for learning, exposure, and training for young professionals in arts management in an international festival context outside of his/her own home country.
- b) Enable host festivals to benefit from the support and knowledge of an external participant
- c) Build bridges between young Asian arts professionals and the AAPAF community to deepen and expand knowledge of Festival development in Asia.
- d) Develop an alumnus of AAPAF-supported arts professionals to promote AAPAF awareness and membership.

2. AAPAF Internship Award

- a) Every year, AAPAF will award up to two (2) successful applicants USD2,000 each to defray his/her travel and living expenses while attached to an AAPAF member festival for a minimum of four weeks.
- b) To widen the reach and benefits of the festival internship programme, recipients can only be awarded once.
- c) Candidates may also apply to other bodies for additional funding support.

3. Participating Festivals

- 3.1 The Host Festival shall prepare a structured programme in consultation with the selected intern on his/her scope of responsibilities and desired learning outcomes for the intern. The programme should last at least four weeks, and could cover areas of festival programme and production management, marketing and public relations.
- 3.2 The 2010 Award is valid for internships held between 1 Apr 2010 - 31 Mar 2011.
- 3.3 Award applicants may select up to three (3) internship placement choices from five (5) member festivals participating in the 2010 Award. (Refer to Annex for list of participating festivals)

4. Who May Apply

Applicants should:

- a) be resident in Asia and only apply to intern at festival(s) located outside of his/her country of residence.
- b) have minimum academic qualifications of a university degree, and possess at least three (3) years of working experience in festival management and/or arts administration.
- c) be below 35 years of age.
- d) be able to satisfy the host festival's requirements.

5. Criteria of assessment

- a) Relevance of candidate's area of study and/or professional expertise in festival management or arts administration
- b) Strength of the candidate's experience and ambitions
- c) Relevance to his/her long term career interest

6. Application Process

- 6.1 Applications for the 2010 AAPAF internship award open to the public from 7 December 2009, and close on 1 February 2010.
- 6.2 Applications must be made on a prescribed form. A complete, hardcopy set of information must be received by the AAPAF Secretariat by 1 February 2010. Applicants may be contacted for interviews conducted by local AAPAF representatives.
- 6.3 The AAPAF Internship Award Evaluation Committee will process applications and decide on up to two (2) successful candidates. The Committee's decision is final. Successful candidates will be notified by end February 2010.
- 6.4 Upon the candidate's acceptance of the internship offer, the Secretariat will facilitate initial discussions between the successful candidates and their host festivals. Host festivals and interns shall enter into a formal agreement with mutually-agreed terms and conditions of the internship programme. Host festivals would forward a copy of the final contract terms to the Secretariat for reference.



6.5 The Secretariat shall disburse the USD 2,000 award to each intern in two installments.

6.6 If the intern fails to complete the programme, he/she shall return the award – either in part or in full – as previously paid by the Secretariat.

7. Outcome Evaluation

7.1 To enable AAPAF to improve effectiveness of programme:

a) The intern(s) should submit a detailed report of his/her internship experience to the Secretariat via email (secretariat@aapaf.org) within 30 days of completing the programme.

b) The host festival should prepare a feedback report to the Secretariat within 30 days from the conclusion of the programme. The report should include comments on the intern's performance and the programme in general.

7.2 Award recipients shall agree to be part of an alumnus of AAPAF-supported arts professionals, support AAPAF objectives and increase overall awareness and profile of AAPAF in their professional capacity.

8. Indemnification

The intern(s) shall indemnify AAPAF and the host festivals.



ASSOCIATION OF ASIAN PERFORMING ARTS FESTIVALS

ANNEX

Member Festivals Participating in the 2010 Award

| Name of Festival | Internship period (min 4 weeks) | Possible Scope of Internship | Language Requirements / Remarks (if any) |
|---|---|---|--|
| Singapore Arts Festival 2010 | Internship Dates: 14 Mar to 13 Jun 2010 (Negotiable) Festival Dates: 14 May - 13 Jun 2010 | Support the program delivery, audience development efforts and/or marketing of the Festival. (Negotiable) | Proficiency in English – both oral and written. |
| OzAsia Festival 2010, Adelaide Australia | Internship Dates: 6 Sep to 2 Oct 2010 (Negotiable) Festival Dates: 17 Sep - 2 Oct 2010 | Support the marketing and program delivery of the Festival, including the Moon Lantern Festival. Tasks may include info collation for show programmes, marketing duties, artist minding, signage and site support, volunteer co-ordination, co-ordination and delivery of artist packs. | Proficiency in English – both oral and written. As the OzAsia Festival will have a Korean focus in 2010, a Korean or English speaker would be considered favourably. |
| Seoul Performing Arts Festival 2010 | Internship Dates: 1 Sep – 14 Nov 2010 (Negotiable) Festival Dates: 24 Sep - 14 Nov 2010 | Support the Festival's foreign audience development, marketing and/or logistics. | Proficiency in English – both oral and written. |
| Tongyeong International Music Festival 2011, S. Korea | Internship Dates: Negotiable Festival Dates: Mar 2011 | Support the program delivery, audience development efforts and/or marketing of the Festival. (Negotiable) | |
| Hong Kong Arts Festival 2011 | Internship Dates: TBD – 21 Mar 2010 (Negotiable) Festival Dates: 25 Feb - 28 Mar 2010 | Support the organisation of Festival PLUS events, assist in management of Young Friends programme and Front-of-House management in selected venues. (Negotiable) | Proficiency in English – both oral and written. Mandarin and/or Cantonese an advantage |