

**WORLD YOUTH AND CHILDREN CHORAL ARTISTS' ASSOCIATION**  
(WYCCAA)

Recruitment Information – Oct 2024

Positions	:	Assistant Festival Manager / Festival Officer
Duration of Contract	:	Until August 2025
Application	:	CV + covering letter + expected salary to <a href="mailto:hr@wyccaa.com">hr@wyccaa.com</a> by 21 Nov 2024.

(All data collected will be used solely for this recruitment process and will be destroyed afterwards)

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## **JOB DESCRIPTION**

The WYCCAA team is seeking two new members to help plan, organise and execute the 2025 World Choir Festival.

This is an opportunity to join an award-winning non-profit organisation at an exciting time of its development. You will be a talented team player in a young and dynamic office, working closely with the Artistic Director and the Organising Committee to produce our world-class festivals.

Alongside your team members, your job duties of this position include liaising with artists and experts, venues and all sorts of collaborators and service providers, producing marketing materials, recruiting festival participants and volunteers, making logistics arrangements, running the programmes etc.

## **PERSON SPECIFICATION**

- ✓ Some experience in organising large-scale events or working in arts organisations
- ✓ Ability to work effectively as part of a small team
- ✓ Outstanding organisational and planning skills
- ✓ Capable of prioritising a heavy workload, meeting tight deadlines, analysing complicated issues
- ✓ Mature and solid interpersonal and negotiation skills
- ✓ Professional written and verbal English and Chinese skills (Cantonese and Mandarin)
- ✓ High level of proficiency in manipulating MS Office

## **WYCCAA – Connecting the World’s Choral Lovers and Professionals.**

The World Youth and Children Choral Artists’ Association is a charitable organisation founded in Hong Kong by the renowned choral expert, Leon Tong. It builds upon the success, and serves as a structural continuation, of the Hong Kong Treble Choirs’ Association, which was founded in 1997.

Committed to bringing the world closer by high-quality choral music and events, WYCCAA has a track record of organising large-scale, summit-like, international choir festivals that encompass world-class choral performances, premieres, competitions, masterclasses, workshops, conventions and cultural exchanges. Past projects include 2024 World Youth and Children’s Choir Festival cum 1<sup>st</sup> Greater Bay Area Choir Festival – Hong Kong; World Choir Festival (2023, 2022, 2021); World Choral Conducting Competition (2019); World Youth & Children’s Choir Festival (2019, 2017, 2015); Belt & Road World Choir Festival (2018); Hong Kong International Youth & Children’s Choir Festival (2013, 2011, 2008 & 2006); The World Sings for Olympics & World Youth Choir Concerts (2008); World Children’s Choir Festival & Songbridge Programme (2005), as well as the China International Children’s Choir Festival & World Symposium on Children’s Choral Music (2001 and 1998).

Among the illustrious roster of artists and choirs who have collaborated with WYCCAA are The King’s Singers, Club for Five, Jackie Chan, Harry Wong, Ivana Wong, Richard Filz, Stellenbosh University Chamber Choir (South Africa), Utopia & Reality Chamber Choir (Europe), Sofia Vokalensemble (Sweden), Salt Lake Vocal Artists (USA), Philippine Madrigal Singers (The Phillipines), Vesna Children’s Choir (Russia), Hamilton Children’s Choir (Canada), Choirs of the Cantemus Choral Institute (Hungary), and many others.

To honour the outstanding achievements of distinguished choral experts, the Association has established a tradition of presenting “Lifetime Achievement Awards for Choral Music” at each festival since 2013. In addition, it regularly invites international maestros to present charity workshops in Hong Kong and Mainland China. The Association has received multiple grants from the Hong Kong Arts Development Council and was presented the "HKADC Award for Arts Promotion" in 2008.