

Recruitment of Docent for Exhibitions

Sixteen Oddballs Limited is an all-round agency specialising in art and cultural projects. We are excited to facilitate the visiting and learning experience for our client's three upcoming exhibitions, which will showcase innovative works by international creative talents in art, design, and technology.

This academic year, our client will host three exhibitions that explore various aspects of fine arts, architecture, fashion design, VR experiences, and AI-driven art-tech projects. To enhance the visitor experience, each exhibition will feature guided tours, interactive workshops, master lectures, and a range of learning resources.

We are currently seeking suitable candidates to join the Sixteen Oddballs team as facilitators and mediators between our audiences and the exhibitions.

Service Period:	Late November 2024 – Mid May 2025
Working Days:	Maximum 5 days per week, working on Sat/ Sun when necessary
Working Hours:	10 hours/ Day, in between 10:00 - 20:00
Hourly Rate:	HKD 90 / hour
Location:	Hong Kong Design Institute, Tiu Keng Leng, N.T.

Scope of Duties:

1. Conduct research on exhibits and exhibitions
2. Co-design guided tour and workshop content
3. Lead physical & virtual tours
4. Act as facilitator in exhibition workshop/ activities
5. Assist in preparation, operation and hospitality works for exhibition opening ceremony
6. Assist in exhibition setup & dismantle, daily operation and maintenance
7. Provide clerical and general administrative support etc.

Requirements:

1. Attend related briefing and training sessions prior to the opening of the exhibitions, period TBC
2. At least obtained Higher Diploma or equivalent education level aged 18 or above
3. Have an excellent command of Cantonese, proficiency in English and/or Mandarin will be an advantage
4. Enthusiastic about arts, digital media, design and culture etc.
5. Share the passion to lead tours or activities with visitors from all walks of life
6. Capable of providing vivid interpretation and confident in public speaking
7. Knowledgeable in Adobe software, Canva, SoundCloud and Microsoft software will be an advantage
8. Willing to learn and take on new challenges