

Job Description

Crafts on Peel is a charitable organization that aims to revive, reinterpret and perpetuate traditional craftsmanship by fostering collaborations between traditional craftsmen and contemporary artisans through apprenticeship and exchange of techniques to nurture the younger generations of craftsmanship. Through collaborations, artisans breathe new life into traditional crafts, reviving and prolonging their beauty and precious values in our times.

<https://www.craftsonpeel.com/>

We are looking for interns who are friendly, cheerful, outgoing and passionate about arts and crafts. Depending on candidates' ability and interest, they will be involved in the daily operations, art administration, event management, social media and curation aspects of our organization.

Responsibilities:

- Support daily operations of the venue
- Act as docent to provide guided tours to visitors
- Conduct research on exhibitions, local and international artisans
- Support Chinese to English translation (and vice versa) for exhibition and social media content
- Provide social media support, including photos taking and feed ideas into our social media content
- Support ad hoc duties as assigned

Requirements:

- Degree holder from marketing, journalism, communication, art and cultural studies or related disciplines is preferred
- Excellent command of written and spoken English and Chinese (Cantonese and Mandarin)
- Passionate about promoting crafts and culture in Hong Kong
- Digital-savvy
- Friendly, cheerful, outgoing, reliable and punctual
- Relevant work experience in event management and exhibitions would be a huge advantage

Work details:

- Able to work 2-3 days per week from May 2024 to August 2024
- Stipend will be offered

Interested candidates please send your CV and [application form](#) to penelope@craftsonpeel.com & maggie@craftsonpeel.com . Please state the applying position on email subject. Shortlisted applicants will be invited for interview.



**CRAFTS ON
PEEL 飄雅活藝**

Crafts on Peel Limited Job Application Form

| | | |
|---------------------------------------|-----------|--------------------|
| Name: | (English) | (Chinese) |
| Contact No.: | | Email: |
| University: Attending Graduated | | Field of Study: |
| Interested position: | | |

Please provide a brief description about yourself.

Please state your reasons for becoming the position that you stated above.

Do you have any related work experience?

| | | | | | |
|--|---------|-----------|----------|--------|----------|
| Please indicate your available on-duty sessions: | | | | | |
| | Tuesday | Wednesday | Thursday | Friday | Saturday |
| Full day 10:30am – 6:30pm | | | | | |

| | | | |
|--|--------|--------------|-------|
| Language Proficiency (Tick the appropriate box) | | | |
| 1. Spoken Language(s) | | | |
| | Fluent | Intermediate | Basic |
| Cantonese | | | |
| Mandarin | | | |
| English | | | |
| 2. Written language(s) | | | |
| | Fluent | Intermediate | Basic |
| Chinese | | | |
| English | | | |
| Do you know other languages? How would you describe your proficiency? | | | |

Application Method:

Please send this application form together with your CV to penelope@craftsonpeel.com.

Shortlisted applicants will be invited for interview.

Remarks:

Information provided will be treated in strict confidence and only be used for recruitment related purposes. All personal data of unsuccessful candidates will be destroyed on completion of the recruitment exercise.