



香港藝術節協會有限公司 Hong Kong Arts Festival Society Ltd

The Hong Kong Arts Festival is a non-profit organisation committed to enriching the cultural life of the city. It presents around 130 performances by top local and international talent in February and March each year, and organises a wide range of auxiliary and educational events.

No Limits is a project co-presented by the Hong Kong Arts Festival and The Hong Kong Jockey Club Charities Trust. Launched in 2019, **No Limits** strives to create an inclusive space for people with different abilities to share the joy of the performing arts together.

Suitable candidates are invited to apply for the following:

Deputy / Assistant Marketing Manager

Responsibilities:

- Overseeing all aspects of marketing and sales in order to reach specific target of sales and audienceship;
- Planning and reviewing of marketing plans;
- Establishing and maintaining good relationship with public and community;
- implementation and supervision of communications, print publicity, online and offline marketing campaign as well as PR work;
- Devising effective advertising plans and the production of marketing materials, both offline and online;
- Managing audience relationship and ticketing for performances;
- Preparing marketing budgets, reports and other reviews.

Qualifications:

1. University graduate with five years' experience in marketing
2. Good exposure to and knowledge of the performing arts and inclusive arts
3. Good knowledge or sound track record in online and offline marketing, advertising, design and production, media buying and budget control
4. Solid experience or knowledge in e-marketing and handling event ticketing;
5. Strong time management and multi-tasking skills in meeting tight deadlines and capable of working under pressure
6. Able to work independently and as part of a team
7. Good communications skills and excellent command of both Chinese and English
8. Prior experience in performing arts marketing would be an advantage



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9. Candidate with substantial experience may be considered for the role of Deputy Marketing Manager or Marketing Manager.

This is a contract post renewable on a yearly basis.

Please apply before **20 September 2024** with full résumé stating current and expected salary, and a covering letter outlining skills and experience which are relevant to the above requirements and the fulfilment of the HKAF's and No Limits' mission.

Applications can be sent by mail to the Human Resources & Administration Manager, Hong Kong Arts Festival Society Ltd, Room 1205, Hong Kong Arts Centre, 2 Harbour Road, Wanchai, Hong Kong or by email through hr.recruit@hkaf.org.

The HKAF is committed to equal opportunity employment.
(All personal data collected will be used for recruitment purposes only.)