



Founded in 2003, Metropolitan Youth orchestra is one of the finest youth orchestras in Asia. Registered as a charity focusing on education, the orchestra is having close to 400 members in different levels. Besides pursuing music excellence, the orchestra is aspiring to serve the community through music. With the orchestra's motto *Music Excellence with a Soul*, the orchestra is striving to promote social inclusion and instill positive values and empathy in young generation.

Website: [www.myohk.ofrg](http://www.myohk.ofrg)

### **Position: Senior Project Officer**

#### **Duties:**

1. Maintain the routine operation of the orchestra and attend weekly rehearsal
2. Facilitate the communication among the faculty and keep a harmonious relationship between parents and students
3. Event management – to plan, organize and promote music events
4. Copywriting - social media, concert and proposal
5. Development – to follow up existing sponsors and explore other source of funding

#### **Attributes:**

1. University graduate in music, communication, marketing or other related discipline with minimum 2 years of working experience (applicants with less experience would be considered for the position of Project Officer)
2. Knowledge of classical music or orchestral instrument would be an advantage
3. Flexible working hours, able to work in weekends or public holiday
4. Excellent command of English and Chinese, both written and spoken
5. Creative, detail-minded and can stand under pressure with tight timeline
6. Good team player with excellent communication skills
7. Computer knowledge of Microsoft office, video editing would be a plus.

Applicants should send a detailed resumé with current and expected salaries to 'genevatam@hkpma.com.hk'.

All applications will be treated in the strictest confidence. Personal data collected will be used for recruitment purpose only