



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 organization 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.

Suitable candidates are invited to apply for the following:

Marketing Manager/ Assistant Marketing Manager

Responsibilities:

To assist the Marketing Director in the preparation and execution of marketing activities including producing publicity materials, advertising, media buying, liaising with the press and copy writing.

Requirements:

- Solid experience in advertising, design & print production;
- Good exposure to and knowledge of performing arts;
- Good media relationship management and maintenance;
- Good knowledge or sound track record on marketing, advertising, design & production, media buying, budget control and PR;
- Solid experience or knowledge in e-marketing;
- Good interpersonal and communication skills to work with different parties;
- Strong project management mindset, skills in managing time, multi-tasking and meeting tight deadlines;
- Initiative, assertive and creative to enhance the output of your service;
- Detail oriented and creative, able to work under pressure
- Excellent written and spoken English and Chinese;
- University graduate with a minimum of 7 years' relevant experience;
- Knowledge on other discipline(s), e.g. legal, IT, etc. which would be helpful to our works is a plus; and
- Prior experience in performing arts marketing would be an advantage.

Please apply on or **2 May 2025** with full resume 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 mission. Applications should be sent by mail to HR & Admin 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.

Short-listed candidates may be required to sit for a written test and candidate with less experience will be considered for Assistant Marketing Manager.

HKAF is committed to equal opportunity employment.

(Candidates may be considered for other posts. All personal data collected will be used for recruitment purposes only.)