



SENIOR PROJECT OFFICER / ASSISTANT PROJECT MANAGER — TRUE COLORS SYMPHONY (PMA MUSIC FOUNDATION)

ABOUT US

Founded in 2003, PMA Music Foundation (PMF) is a registered Hong Kong charity that harnesses the power of music to heal, serve, inspire, and connect. In 2019, PMF founded True Colors Symphony (TCS), Hong Kong's largest all-inclusive orchestra — uniting over 150 musicians aged 7 to 70, including ethnic minorities and individuals who are visually, hearing, physically, or intellectually impaired, or on the autism spectrum, under the belief "Be True, Be Colors." Beyond the orchestra, TCS runs ensembles, a pop band, a cappella teams, a 50+ pop choir, and tailor-made corporate performances — and has a proud track record collaborating with celebrated international artists and musicians alongside our own members.

THE OPPORTUNITY

We are entering an exciting period of growth, with a pipeline of new projects that will bring inclusive music to more schools, corporate partners, and public audiences across Hong Kong. We are looking for a Senior Project Officer / Assistant Project Manager with a genuine heart to serve, who can turn these projects into memorable, well-run events — from a first meeting with a school principal to the final bow on a public stage.

This is a hands-on delivery role, ideal for someone who thrives on variety: one week you might be pitching a school outreach programme to a new partner school, the next you're coordinating logistics for a corporate anniversary performance, and the next you're on-site running a public concert.

Beyond well-run events, we also deliver programmes rooted in community spirit and service — visits, workshops, and performances that use music to connect people from all walks of life and build genuine belonging. If you believe in the power of music to include, uplift, and connect people of all abilities — and you want your daily work to prove it — we would love to hear from you.

This role will be offered at either level depending on your experience — please note your years of relevant experience when applying, and we'll confirm the right fit together.

KEY RESPONSIBILITIES

- Deliver events end-to-end — school outreach programmes, corporate events, and public performances — from planning and logistics through on-site execution and wrap-up.

- Build relationships with schools and corporate partners, pitching outreach proposals and tailor-made performances that meet partners' ESG and community goals.
- Handle project admin — budgets, timelines, and reports — and support the team in promoting projects to the wider community.
- (Assistant Project Manager level, in addition): own project budgets, represent TCS directly to partners, and guide volunteers or junior staff.

WHAT WE'RE LOOKING FOR

- 5+ years of relevant experience in project or event coordination, ideally in an NGO, arts, education, or community setting (7+ years with some experience guiding others for Assistant Project Manager level).
- A genuine heart to serve, with strong organisational skills and the ability to deliver events under pressure.
- Excellent interpersonal skills — comfortable engaging schools, corporate partners, musicians, and volunteers.
- Fluent English and Cantonese; willing to work occasional evenings/weekends for events.
- A plus: public performance experience, background working with people with disabilities, or experience in sponsorship/corporate partnerships.

WHAT WE OFFER

A hybrid working arrangement, meaningful mission-driven work with Hong Kong's largest inclusive orchestra, and close collaboration with musicians, schools, and corporate partners across the community.

HOW TO APPLY

Please send your resume with your current and expected salary, and your years of relevant experience, to genevatam@hkpma.com.hk, quoting "Senior Project Officer / Assistant Project Manager — True Colors Symphony."

Applications reviewed on a rolling basis until filled. Only shortlisted candidates will be notified; all information is handled in strict confidence.