



## 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 artists in February and March each year, while also offering a wide range of complementary and educational events across the city.

Suitable candidates are invited to apply to join the Festival's dynamic team in the role of:

### **Assistant Editor/Associate Editor**

#### **Responsibilities:**

1. Writing, translating, editing and proofreading various bilingual Festival print publications, marketing and communication materials, and web and social media content;
2. Working closely with various departments to ensure consistency in content and language;
3. Communicating clearly with internal and external stakeholders, including writers, translators, designers, printers and artists;
4. Working independently on editorial assignments;
5. Assisting with other tasks and special projects as assigned;
6. Managing and scheduling editorial workflow

#### **Qualifications:**

1. University graduate in relevant discipline;
2. Excellent communication skills and outstanding command of written Chinese and English;
3. Sound proofreading skills and detail-oriented;
4. Well-organised, self-motivated, able to handle multiple tasks and meet tight deadlines;
5. Editorial experience;
6. Knowledge of and passion for the performing arts is preferred. Familiarity with Classical music is a plus;
7. Hands-on experience with AI tools to enhance content operations and workflow efficiency;
8. Proficiency in layout and design software (e.g. Adobe InDesign, Adobe Photoshop, Canva) is an advantage;



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9. A candidate with more experience may be considered to be employed as an Associate Editor.

This is a contract post renewable on a yearly basis.

Please apply before **20 July 2026** with full resume stating current and expected salary, and a cover letter outlining skills and experience that are relevant to the above requirements and the fulfilment of the HKAF's mission.

Applications should be sent by mail to HR & Administration Manager, Hong Kong Arts Festival Society Ltd, Room 1205, Arts Centre, 2 Harbour Road, Wan Chai, Hong Kong, or by email through [hr.recruit@hkaf.org](mailto:hr.recruit@hkaf.org). Shortlisted candidates will be contacted for a written test and interviews.

(All personal data collected will be used for recruitment purposes only)

The HKAF is committed to equal-opportunity employment