

Shakespeare4All Company Limited (S4A)

Shakespeare4All Company Limited (S4A) was founded in 2003 and is a charity registered under S88. It is recognised throughout Hong Kong for its spectacular annual Shakespeare Gala event, supported by founding sponsor SWIRE Properties and has provided drama experiences to thousands of students from aided, direct subsidy, government and private schools in the region. At its inception, S4A pursued a very specific manifesto of using Shakespearean text to support confidence in English. However, in recent years, the organisation has evolved to work on a larger platform, providing diverse performance and learning opportunities to children and youth along with professional support. We are also true to the '4All' part of our moniker by reaching out into communities to work with students and students with different abilities from all over Hong Kong.

It is our mission to inspire young people to aspire to excellence:

INSPIRE: Offering a learning environment that is creative, original and structured

ASPIRE: A demanding but imaginative framework that involves new thinking and disciplines

EXCELLENCE: Drawing out the potential in students to be the best they can be

3-month Internship (Paid Internship) **(Starting April 2024)**

We are now looking for interns with the following skills and attributes:

- Hong Kong Permanent Resident or with a valid working visa
- Individuals who are interested in the fields of non-profit organisations, English drama, theatre productions, education and/or art administration
- 18 years old or above/current university students also welcome
- Proficiency in spoken and written English
- Proficiency in spoken and written Cantonese/Chinese is an advantage
- Responsible, organised, willing to learn and to take up challenges
- Prepared to work on weekends occasionally
- Proficiency in computer applications (Microsoft Excel, Word, PowerPoint)
- Other computer skills are an advantage

Responsibilities:

- Assist administration team in programme planning and execution
- Communicate and coordinate with schools and school teachers
- Provide general support in theatre productions or school projects
- Assist Project Manager to maintain database and records

Working Hours:

- 3-month contract (with the possibility to extend every 3 months)
- 11 days per month (approximately 8 hours per day, including 1 hour lunch break)

Successful candidates will receive a recommendation letter issued by the S4A Artistic Director upon completion of the internship.

Please send your CV in confidence to hr.s4ahk@gmail.com, and all information will be treated with the strictest confidence.

Shakespeare4All® Company Limited 香港小莎翁有限公司

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