

THE POKFULAM FARM COMPANY LIMITED

薄鳧林牧場有限公司

The Pokfulam Farm, formerly the Old Dairy Farm Senior Staff Quarters known as Braemar, has been classified as a Grade I historic building and falls into the Batch IV Revitalisation Scheme of the Development Bureau. The Project is co-organised by Caritas Hong Kong and The Pokfulam Village Cultural Landscape Conservation Group.

Head of the Farm

Job Description:

The candidate shall support the Pokfulam Farm in leading the Farm and her unique businesses, ensuring her sustainable development by inviting more collaborations with diversified sectors and promoting the heritage culture to the public as a whole. This is an exciting opportunity to provide effective and efficient solutions as well as developing effective relationships with teams and stakeholders. He or she is the key person to develop, plan and coordinate the projects in the most professional manner; yet he or she is required to work with different parties to work out a solution and ensure the smoothness of business operations.

- Lead and drive short to long term strategies of the farm to align with its visions and directions
- Manage budgets and carry out strategic planning
- Plan, execute and monitor a viable and sound business plan
- Liaise and bridge with local communities and stakeholders, encouraging community participation in the decision making process
- Raise funds and obtain grants to sustain operation, expand collection, update facilities, or support research efforts
- Generate income from commercial activities, such as catering and hiring out the venue for events and film shoots
- Lead project planning recruiting, training and supervising staff and volunteers
- Develop and improve educational and research strategies
- Collaborate with other institutions so to drive more potentials development of the Farm
- Ensure the overall heritage and its collections are properly preserved and maintained

You should have/be:

- Degree or above in cultural management, cultural studies, community work, marketing or related disciplines
- Solid experience in museum, art gallery or cultural institutes with at least 5 years' relevant experience in managerial position
- Fundraising experience is a plus
- Visionary mindset, strong in process yet details
- Exceptional verbal and written communication skills
- Customer-oriented with good sense and experience with heritage conservation, cultural development or community capacity building projects
- Able to work independently, well organized, possess good interpersonal skills and strong sense of responsibility
- Self-motivated, strong problem solving and analytical skills;
- Hardworking and willing to work under pressure and overtime;
- A Leader who can lead a wider variety of human resources internally or externally.

Applicants should email their resume stating current and expected salaries to hr@pokfulamfarm.org.hk
Application deadline: 29 April 2024.

The information provided will be kept confidential and used for recruitment purposes only. Applicants not contacted within five weeks after the application deadline may consider their applications unsuccessful.