

Festival Ambassador (HKIPF 2024)

THE ROLE

Launched in 2010, Hong Kong International Photo Festival (HKIPF) focuses on a different theme in each edition, discussing manifold issues and perspectives through noteworthy photographers and movements. Through a wide range of public programmes, the Festival bridges Hong Kong and international visual practitioners, creating conversations between people and place, past and present, and across borders.

We are currently seeking a team of part-time festival ambassadors to look after our flagship exhibition in the Hong Kong Arts Centre. Festival Ambassadors share their passion for art and photography with visitors, coordinate with local and international artists, protect the safety of our artworks, and share stories of the exhibitors during our Festival period.

MAIN DUTIES

In this role, you will work under the direction of the HKIPF Project Coordinator to:

1. Tend to the exhibition venue, including executing daily opening, closing, and mid-shift checklists;
2. Provide visitors with accurate and relevant information about the artworks and Festival programmes;
3. Ensure the safety and security of visitors and exhibits and prepare incident reports where necessary;
4. Collect footfall statistics, conduct onsite surveys, and gather feedback;
5. Provide registration and technical support to onsite talks and workshops;
6. Take casual photos of exhibition venue during operation hours for documentation and/or wider promotion;
7. Other onsite duties as reasonably requested.

REQUIREMENTS

- Interest in or knowledge about photography or contemporary art;
- Excellent verbal communication in both English and Cantonese. Proficiency in Mandarin is a plus;
- Punctual and responsible, with a problem-solving mindset;
- Comfortable with meeting and speaking to a wide variety of people;
- Past experience with exhibition or event services is preferable;
- Able to attend at least one briefing session and commit to at least 60 hours (6-10 shifts) of Ambassador services;
- Hong Kong Resident aged 18 or above.

Hong Kong International Photo Festival 香港國際攝影節

WORKING & BRIEFING ARRANGEMENTS

Briefing for successful candidates are tentatively scheduled as follows:

- 1 November (Fri), 5pm, at Jockey Club Creative Arts Centre, Shek Kip Mei
- 3 November (Sun), 3pm, online via Zoom
- 6 November (Wed), 6pm at Hong Kong Arts Centre, Wan Chai

The Festival's flagship exhibition runs from 8 November to 8 December 2024, open from 11:00-20:00 Tuesday to Sunday. Work hours during the Festival period are assigned according to candidate availability on a rostering system. Shifts are allocated on a half-day or full-day basis. Hourly rate \$60-80/hr (subject to experience), including lunch breaks for full-day shifts.

TO APPLY

To apply, fill out the [online recruitment form](#) by 12nn on 25 October 2024. Shortlisted candidates will be contacted for interview.

Recruitment form: <https://forms.gle/hJ29ypSUxHw3cSia7>

HKIPF is an equal opportunity employer. All employment is decided on the basis of qualifications, merit, and organisation need. If you are a member of any under-represented communities, you are encouraged to self-identify, on either your cover letter or CV.

All collected data will be used for recruitment purposes only and kept in strict confidence for 6 months. For all enquiries or further information please contact hr@hkipf.org.hk or 2777 0955.

Personal Information Collection Statement

HKPCA respect personal data and are committed to implementing and complying with the data protection principles and the relevant provisions of the Personal Data (Privacy) Ordinance.

Purpose of Collection	All information provided in this application will be used by the Association for Processing and evaluation the submission; Providing communications regarding the submission through email or call; Comply with any statutory requirements or laws that bind the Association; and General administration.
Consequence of Not Providing Information	Failure to supply sufficient and accurate information will prevent HKPCA from evaluation and processing, as such may render the submission invalid.
Right of Access	You have the right of access to and correction of your own personal data kept and used by HKPCA in accordance with the provisions of the Personal Data (Privacy) Ordinance (Cap. 486). For access or correction requests, please contact HKPCA at info@hkipf.org.hk .