

Teaching Assistant (Ref: 2400641) Department of Cultural and Creative Arts

As a distinguished arts education provider in the region, the Department of Cultural and Creative Arts is dedicated to fostering a creative and dynamic learning environment in Music, the Visual Arts, and other art-related disciplines, while simultaneously promoting high standards of professionalism in teaching, research, and knowledge transfer. Our aim is to nurture innovative educators, artists, enterprising community-based arts practitioners, creative thinkers, and cultural leaders, equipping them with the necessary levels of competence, compassion, and artistic excellence to thrive in the 21st Century.

The Department of Cultural and Creative Arts is now inviting applications for the post of Teaching Assistant.

The appointee will assist in the coordination of Greater Bay Area (GBA) experiential learning activities. This includes planning, implementing, and aiding in GBA experiential learning activities, liaising with partner organizations, and providing logistical and pastoral support to students involved in GBA learning activities. Furthermore, the appointee will support teaching and learning activities, such as creating and delivering course materials and resources, performing student supervision, pastoral support, exam invigilation, assignment marking, etc.

Applicants for this position should hold a bachelor's degree in arts-related disciplines, preferably with some experience in providing outreach or teaching support. They should have an excellent command of both written English and Chinese, with proficiency in spoken English, Putonghua and Cantonese. They should have strong interpersonal and communication skills and should be self-motivated, well-organized, and able to work independently and under pressure.

Salary will be commensurate with qualifications and experience.

Initial appointment will be made on a fixed-term contract. Fringe benefits include the University's Voluntary Contributions to MPF Scheme or a contract-end lump sum payment (totaling up to 10% of the basic salary), leave, medical and dental benefits.

The University only accepts and considers applications submitted online for the posts. Applicants should complete the [online application form](#) and upload a full CV. **Review of applications will start from 3 July 2024, and will continue until the post is filled.** Applications which are incomplete or without the required documents may not be considered. Personal data provided by applicants will be used for recruitment and other employment-related purposes. For details of the Personal Information Collection Statement, please refer to <http://www.eduhk.hk/jobsopp/index.php?glang=en>.

All applications will be treated in strict confidence. Only those who are shortlisted will be contacted. The University reserves the right not to fill the position(s) advertised. Since the incumbent's work would involve contacts with persons aged under 18 and/or mentally incapacitated persons, prospective employee(s) will be required to undergo Sexual Conviction Record Check operated by the Hong Kong Police Force.

Further information about the University is available at <http://www.eduhk.hk>.

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