



救世軍 港澳地域
The Salvation Army
Hong Kong and Macau Territory

This job advertisement is available in English only.

本招聘廣告只提供英文版本

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如有查詢，請電郵至

HRD.recruit@hkm.salvationarmy.org

The Salvation Army is an international Christian church and charity working in 133 countries and areas and has been serving Hong Kong for over 90 years providing an extensive range of services which spans educational, social as well as Christian. We are called to preach the gospel of Jesus Christ. We are dedicated to supporting the people in need in Hong Kong, Macau and Mainland China without discrimination; and strive to respond to local needs, emergencies and disasters with the love of God.

We are now inviting a high caliber professional to fill the following position:

Assistant Communications and Fundraising Officer
Communications and Fundraising Department
(Ref: ACFO/CFD/063-23)

RESPONSIBILITIES

- To implement Communications and Fundraising strategies for the organisation to increase public awareness and retain the organisation image in Hong Kong, Macau and Mainland China.
- To support media related responsibilities.
- Monitor and evaluate media as well as social media coverage.
- To identify and develop contents to be disseminated via social media, websites, newsletters, press releases and any other distribution channels.
- To support in copywriting and editing.
- To broaden the reach and influence, and to deepen engagement with our audiences through digital activities.
- Support the implementation of branding and marketing communications plans and events.
- To prepare and send fundraising communications.
- Deal with general enquires and complaints from the public and media on fundraising.
- To provide support in fundraising campaigns and appeals and corporate partnerships activities.
- Perform any other duties assigned by the supervisors.

REQUIREMENTS

- An understanding of the Christian faith, values and ethos of The Salvation Army.
- Degree in Marketing/ Mass Communication/ Business/ Languages related discipline with at least 2 years' marketing experience or Five subjects passed in HKCEE/HKDSE, including Chinese Language and English

Language or equivalent with 5 years of relevant working experience.

- Sensitive to figures, analytical and with a good sense of market trends.
- Social media and online publishing experience are required.
- Proficiency in both written and spoken English and Chinese, including Putonghua.
- Proficiency in Microsoft applications.
- Proactive, self-motivated, and able to work independently.
- Attentive to details, well-organised, with good interpersonal and communication skills.
- Able to work irregular hours, overtime, during weekend(s) / holiday(s) and outdoor in times of campaigns and events.

Application Procedure

Please apply with full resume, stating clearly current and expected salary, to the **Human Resources Manager The Salvation Army Hong Kong and Macau Territory, 6/F Human Resources Department, 11 Wing Sing Lane, Yaumatei, Kowloon** by quoting reference number (ACFO/CFD/06-23) on the envelope or email to hrd.recruit@hkm.salvationarmy.org.

All information provided will be treated in strictest confidence & used for recruitment purpose only. Applicants not contacted within 3 months may consider their applications unsuccessful. All unsuccessful applications will be kept for a period of no longer than two years after completion of the recruitment exercise.