The Hong Kong Institute of Education is a publicly funded self-accrediting institution offering a full range of doctoral, master’s and bachelor’s degrees, as well as postgraduate diplomas and other professional development programmes to over 7,000 pre-service students and serving teachers. In the light of the Hong Kong SAR Government’s decision to support the Institute to become an Education-focused, multidisciplinary institution with strong research capacity, and in line with the Institute’s plan to become a University of Education, we are steadily strengthening our capacity in all aspects. We are seeking professionals excited by the prospect of contributing their expertise to the development of a leading multidisciplinary institution in the heart of East Asia.

The Institute invites applications for the following post:

**Communications Manager (Ref: CommM/CO/0310)**

**Communications Office**

To tie in with the development of communications initiatives at the Institute, the HKIEd is inviting applications for the post of Communications Manager. The appointee will be responsible for the development and management of corporate messages, and will be expected to strengthen the Institute’s branding position through effective use of marketing communications and new media.

Applicants should possess a recognized degree in Communication, Journalism or a related discipline, with at least 10 years’ experience in corporate or marketing communication. The Institute is looking for a self-starter who is energetic and meticulous, with hands-on experience in brand building and in the implementation of large-scale publicity events. He/She will need excellent presentation and influencing skills. Applicants with less experience may be considered as Assistant Communications Manager.

Salary will be commensurate with qualifications and experience.

Initial appointment will be made on a fixed-term gratuity-bearing contract. Fringe benefits include leave, medical and dental benefits and, where applicable, housing benefits.

Application forms can be obtained from (a) http://www.ied.edu.hk/hro/applyfor.htm; (b) the Human Resources Office, 3/F, Administration Building, The Hong Kong Institute of Education, 10 Lo Ping Road, Tai Po, New Territories, Hong Kong; or (c) Town Centre, Level 2, The Long Beach, 8 Hoi Fai Road, Tai Kok Tsui, Kowloon, Hong Kong. The completed application form, together with full curriculum vitae, should be sent to the Human Resources Office by email to hro@ied.edu.hk or by fax to (852) 2948 6005 or by post on or before **31 March 2010**. Please quote the reference number of the position in the application and mark “Strictly Confidential – Job Application” on the envelope.

All applications will be treated in strict confidence. Only those who are shortlisted will be contacted.

Further information about the Institute is available at [http://www.ied.edu.hk](http://www.ied.edu.hk)

The HKIEd is an Equal Opportunities Employer