

Assistant Educational Development Manager (Ref: 2500843)
Artificial Intelligence and Digital Competency Education Centre

The appointee will work with the Project Investigator on an artificial intelligence (AI) education project on promoting innovative pedagogies for subject learning and self-regulated learning. The appointee will be responsible for leading the design of teaching and learning materials for the subject-specific teaching trials and project evaluation, planning of research activities which include pre-post-tests, questionnaire surveys and focus group interviews for the project, analysing research data, writing project reports, and organising annual dissemination activities. The appointee will also be expected to carry out other duties as assigned by the Centre Director. The appointment will be for a period of 2 years.

Applicants should have a Bachelor's Degree, preferably in Social Sciences or related disciplines, with 7 years or more of working experience in sizable organizations, strong leadership and supervisory experience, excellent interpersonal and communication skills. They should be well-versed in the local education environment, especially the primary school section, and be able to identify the current key strategic issues in learning and teaching in primary school education. Applicants should have excellent written and verbal communication skills with high proficiency in written English and Chinese, and be fluent in English and Cantonese.

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 this post. Applicants should complete the [online application form](#) and upload a full CV on or before **14 August 2025**. 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.

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

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