

Educational Development Manager/ Assistant Educational Development Manager (Ref: 2600856)

Centre for Learning, Teaching and Technology

The appointee will play a key role in advancing EdUHK's AI and Digital Competency Strategy. Reporting to the Director of LTTC, the appointee will be responsible for: (i) providing professional support for the strategic implementation of the University's AI and digital competency framework; (ii) providing expert advice and support to academic and teaching staff, as well as students, on the pedagogically effective integration of AI tools and emerging educational technologies; (iii) designing and delivering professional development workshops and seminars for academic and teaching staff, as well as students, on the effective use of AI tools and emerging technologies in educational contexts; (iv) liaising with both internal and external stakeholders, including industry, government, and peer institutions, to advance the University's AI and digital competency agenda; (v) managing and coordinating technology-enhanced learning and teaching related projects of the Centre; (vi) representing the Centre for participation in Board(s)/Committee(s) as nominated by the Director; (vii) monitoring the quality assurance of services provided by the Centre; (viii) supervising the work of staff of the Centre as assigned by the Director; (ix) performing any other duties as assigned by the Director of LTTC or his/her delegate.

Applicants should have a bachelor's degree in Artificial Intelligence, Data Science, Computer Science, Educational Technology, or a closely related discipline, plus substantial post-qualification experience in educational development or a related professional role in a tertiary education setting. Applicants must demonstrate proven expertise in applying AI and digital technologies to teaching and learning, including practical experience with generative AI tools, learning analytics, or adaptive learning systems, and a track record of leading educational technology projects with demonstrable outcomes. Strong leadership, interpersonal, and communication skills are essential, with the ability to engage and influence senior stakeholders. Applicants should have knowledge of the educational policy context of Hong Kong and/or the Chinese Mainland. Preference will be given to those with a doctoral qualification and experience in AI curriculum design, AI ethics in education, or the implementation of institutional digital competency frameworks, as well as to those with professional experience in the industrial, commercial, or public sectors with a proven project track record. Proficiency in both English and Chinese (Cantonese and Putonghua) is highly desirable. The appointee is expected to take up the appointment in March 2027. Candidates with less experience may be considered for the post of Assistant Educational Development Manager.

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 15% for Educational Development Manager post / 10% of the basic salary for Assistant Educational Development Manager post), leave, medical and dental benefits, and, where applicable (for Educational Development Manager post), housing benefits.

The University only accepts and considers applications submitted online for this post. Applicants should complete the [online application form](http://www.eduhk.hk/jobsopp/index.php?glang=en) and upload a full CV on or before **9 October 2026**. Applications which are incomplete or without the required documents will not be considered. Personal data provided by applicants will be used for recruitment and related employment 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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