



Dear Students,

Recruitment of Student Hosts for High Table Dinner

Interested in creating precious memories for our freshmen this year? The Centre of Development and Resources for Students (CEDARS) is currently looking for a group of motivated student hosts who have strong interest in co-working with us on 25 February 2023 (Saturday) for the **High Table Dinner**:

Post A: Student Videographer

Responsibilities

To capture the moments of the High Table Dinner and produce a recap video for the event.

Requirements

HKU current students or fresh graduates with excellent command of spoken and written English and/or Chinese (Cantonese and Putonghua), detail-minded and with good video shooting and editing skills.

Engagement Period

25 February 2023 (Saturday), full day

Selected student hosts will attend a short briefing session in mid-February.

Benefits

Meal(s) will be provided on the event day. You will also be entitled for an honorarium and points of CEDARS Reward Scheme for Students (<https://www.cedars.hku.hk/rewardscheme>).

Post B: Student Photographer

Responsibilities

To capture the moments of the High Table Dinner.

Requirements

HKU current students or fresh graduates with excellent command of spoken and written English and/or Chinese (Cantonese and Putonghua), detail-minded and with good photo shooting and editing skills.

Engagement Period

25 February 2023 (Saturday), full day

Selected student hosts will attend a short briefing session in mid-February.

Benefits

Meal(s) will be provided on the event day. You will also be entitled for an honorarium and points of CEDARS Reward Scheme for Students (<https://www.cedars.hku.hk/rewardscheme>).

Post C: Student Master of Ceremonies (MC)

Responsibilities

To facilitate the smooth running of the High Table Dinner.

Requirements

HKU current students or fresh graduates with excellent command of spoken and written English and/or Chinese (Cantonese and Putonghua), confident, presentable, organised, detail-minded and with good communication skills.

Engagement Period

25 February 2023 (Saturday), full day

Selected MCs will attend preparation meetings and rehearsals in February.

Benefits

MC training will be provided.

Meal(s) will be provided on the event day. You will also be entitled for points of CEDARS Reward Scheme for Students (<https://www.cedars.hku.hk/rewardscheme>).

Post D: Student Event Assistant

Responsibilities

To assist in the venue set-up, provide on-site logistics support, and act as student ushers and/or marshals.

Requirements

HKU current students or fresh graduates with good command of spoken and written English and/or Chinese (Cantonese and Putonghua), self-motivated and with good communication and interpersonal skills.

Engagement Period

25 February 2023 (Saturday), full day

Selected student hosts will attend a short briefing session in February.

Benefits

Meal(s) will be provided on the event day. You will also be entitled for an honorarium and points of CEDARS Reward Scheme for Students (<https://www.cedars.hku.hk/rewardscheme>).

Post E: Student Social Media Content Specialist

Responsibilities

To write captions and publish stories and posts of the High Table Dinner on CEDARS Facebook and Instagram.

Requirements

HKU current students or fresh graduates with good command of spoken and written English and/or Chinese (Cantonese and Putonghua), self-motivated, detail-minded and with good communication and writing skills.

Engagement Period

25 February 2023 (Saturday), full day

Selected student hosts will attend a short briefing session in February.

Benefits

Meal(s) will be provided on the event day. You will also be entitled for an honorarium and points of CEDARS Reward Scheme for Students (<https://www.cedars.hku.hk/rewardscheme>).

Application

Interested students are welcome to apply for more than one position by submitting the online application form at https://wp3.cedars.hku.hk/form/web/StuHosts_HT2022 by **27 January 2023 (Friday)**. Shortlisted candidates may be invited for an interview in early / mid-February. Candidates who are not contacted within 3 weeks after the deadline may consider their application unsuccessful.

For enquiries, please feel free to contact Ms Sally Tam at sally.tam@hku.hk. We look forward to having your participation!

Best regards,

Centre of Development and Resources for Students