



United Social Entrepreneurship Conference Executive Recruitment Package

About us

The Hong Kong Social Entrepreneurship Conference is one of many projects that United International Entrepreneurs Group, a student-run non-profit organization registered under the Canadian federal government, is hosting every year. The conference aims to promote social entrepreneurship and build an international forum that provides young entrepreneurs in Hong Kong with opportunities to network and facilitate open dialogues with like-minded peers as well as business leaders from various industries. As a non-profit organization, United International Entrepreneurs Group, is founded by a team of self-motivated students who wish to make positive social contributions to the global community.



Available Organizing Teams

Sponsorship Team:

The Sponsorship Team oversees the entire financial aspect of the conference. Members will be responsible for the sponsorship package and attracting potential sponsors. Approaching sponsors via email, phone or in-person is one of the main responsibilities of all members on the sponsorship team. Resourcefulness and strong communication skills are essential for the Sponsorship Team.

Public Relations Team:

The Public Relations Team will be in charge of contacting, following up with the delegates, and making sure the application process is smooth. Members on this team should also answer potential delegates' questions through email, Facebook, and other social networks. Quick adaptability is the key because members will be working with student leaders from Hong Kong throughout the conference.

Marketing Team:

The Marketing Team is in charge of marketing the conference to internal and external delegates through means of promotional materials, website design and maintenance, and building a team of external representatives at the target school (University of Hong Kong). Confidence, creativity, and enthusiasm are crucial for this team. Experience in graphic, web design and making videos are a major plus.

Speakers Team:

The Speakers Team will be responsible for researching business leaders from various industries across from Hong Kong and invite them to speak at the conference. Members on this team will also be drafting speakers' packages and following up with speakers throughout the planning stage. Excellent written communication and interpersonal skills are essential to ensuring the success of this team.

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Operations Team:

Members on this team will be collaborating with all the other teams within the organizing committee to plan and update tasks, as well as to ensure the execution and completion of all responsibilities. The Operations Team will also be responsible for logistics of the conference in Hong Kong. Strategic abilities and dedication to the project are essential to this team.

Skills that will set you apart:

1. Web design skills
2. Translation skills (Chinese, English)
3. Videography and photography skills



Application Form:

Name: _____

Email: _____

Program of Study: _____

Year: _____

First Choice of Preferred Team: _____

Second Choice of Preferred Team: _____

Career Path/Industry Interest: _____

Enclosure: Resume; Self Statement (one page, double-spaced)

* If you have had experiences in developing the skills mentioned above, please bring a copy of your work to the interview.

Submit your application to apply@usec.ca