



The SPORTS FEDERATION & OLYMPIC COMMITTEE OF HONG KONG, CHINA, (SF&OC) is responsible for the promotion of Olympism and sports in Hong Kong. We are now looking for the right candidates to fill up the post of **Deputy Manager (SF&OC Coaching Division)** [Ref. DM (SF&OC CD)] on contract basis.

About SF&OC Coaching Division

The Coaching Division is a newly established team under SF&OC to enhance coach education, registration and accreditation programmes. Our mission is to elevate the standard of sports coaching in Hong Kong. Previously, the Hong Kong Coaching Committee operated as a joint initiative between SF&OC and the Hong Kong Sports Institute. As of 1 April 2026, the operation of Coaching Committee is officially transfer to SF&OC.

Duties

The Deputy Manager, reporting to the Manager under the SF&OC Coaching Division, will be responsible for the following duties:

- (i) To lead and oversee the daily operation of the Division
- (ii) To formulate and implement an annual schedule of the components in the Division, including coach registration matters, coach training courses, coaching awards and recognition programmes
- (iii) To develop partnership with different sports counterparts for the development of coach education in Hong Kong
- (iv) To provide secretarial and administrative support to the Manager
- (v) To perform any other appropriate duties as assigned by senior staff

Requirements

Applicants should have:

- (i) A university degree in a relevant discipline
- (ii) A minimum of 8 years' relevant working experience, preferable with experience in sports administration, coaching, tertiary education or a related area
- (iii) Excellent communication and interpersonal skills
- (iv) Good command of both spoken and written English, Chinese and Putonghua
- (v) High level of computer literacy
- (vi) Awareness / knowledge of Child Protection in sport and equal opportunity issues in the context of Hong Kong are added advantages

All short-listed applicants will be invited to attend a written test. Successful candidate will be offered the post at a salary subject to the background and work experience.

Remuneration

Successful candidate will be appointed on a one-year contract until 31 March 2027 with monthly salary plus gratuity equals to 5% of the total basic salary drawn during the contract period upon satisfactory completion of the contract. Fringe benefits include MPF, medical, paid leave and employee's insurance. Renewal of contract is subject to satisfactory performance and mutual agreement.

Application

Interested parties should send full resume with current and expected salary to the Hon. Treasurer, Sports Federation & Olympic Committee of Hong Kong, China, 2/F, Olympic House, 1 Stadium Path, So Kon Po, Causeway Bay, Hong Kong on or before **5 May 2026**. Please mark [Ref. DM (SF&OC CD)] on the application. If you have already applied the post in the past, please do not apply again.

All applications will be treated in the strictest confidence. Personal data provided will be used strictly in accordance with the Personal Data Policies. Applicants who do not hear from us within 4 weeks after the closing date may assume their applications unsuccessful. All information on unsuccessful candidates will be destroyed within 6 months.