Redress - Post 1

(www.redress.com.hk)

Intern position / title	**Operations Intern**
Job duties	• Support in procuring materials for events/shop • Support in liaising with vendors and partners • Support the current event organisation and execution whether in our shop, warehouse or event location (pop-up, clothing sorting session, etc.) • Assist in developing promotional and educational materials such as brochures, slides or posters, using Canva • Take photos, videos and prepare captions for social media posts • Carry out other ad-hoc related tasks as assigned by the team
Requirements	• Fluency in both English and Cantonese, written and spoken • A quick learner, task oriented and organised • Any disciplines are welcome as long as with interest in sustainability, fashion, education, or charitable organisations • Comfortable working in a clothing - sorting environment in which there may be dust and occasional box lifting (with assistance from our warehouse helpers)
Working location	In-person including working at Redress' Sham Shui Po office/shop, Kwai Hing warehouse and event locations

APPLY NOW

Redress - Post 2

(www.redress.com.hk)

Intern position / title	**School Programme Operations Intern**
Job duties	• Support in maintaining and regularly update the database of partner schools, student participants, and volunteers • Support in organising and analysing the survey and student's feedback to evaluate the programme impact • Conduct research to support school programme development and event planning • Assist in planning, coordinating, and executing school programme events across various locations – including schools, workshops, our shop, and warehouse operations • Assist in developing and designing promotional and educational materials such as brochures, slides or posters • Carry out other ad-hoc related tasks as assigned by the team
Requirements	• Fluency in both English and Cantonese, written and spoken • Proficient in MS Office (Word, Excel, PowerPoint) and Chinese word processing • Basic design tools like Canva • A quick learner, task oriented and organised • Any disciplines are welcome as long as with interest in sustainability, fashion, education, or charitable organisations • Comfortable working in a warehouse environment in which there may be dust and occasional box lifting (with assistance from our warehouse helpers)
Working location	In-person including working at Redress' Sham Shui Po office/shop, event location

APPLY NOW