

Department of History: Full-time Research Assistant

One position: 12-month appointment with possibility of extension.

Project: The Intangible Cultural Heritage Funding Scheme of the Leisure and Cultural Services Department (LCSD), HKSAR - Survey and Research for Enriching the Intangible Cultural Heritage Inventory of Hong Kong (Buddhist Festivals and Rituals in Hong Kong) 增補「香港非物質文化遺產清單」項目調查及研究（香港佛教節誕及科儀）(AP01/2024)

Duties:

- Assist in conducting research on project-related literature, archival materials, references, and other relevant sources.
- Assist in visiting university libraries, archives, and related institutions to collect research materials, manage book borrowing and returns, photocopying, reproduction of materials, and address copyright-related matters.
- Assist in organizing literature reviews and analyzing relevant materials, including data entry, digitizing documents, and preparing both physical and electronic backups.
- Assist in contacting interviewees or partner organizations, arranging interview dates, times, and venues, preparing interview questions, and supporting oral history interviews (e.g., audio recording).
- Assist in arranging and conducting fieldwork, including scheduling dates, times, and locations, and preparing relevant materials.
- Managing photography and videography schedules, organizing photo and video records, handling interview transcripts (in coordination with a transcription support assistant), and completing project survey forms and other analytical forms/ documents required for the project.

Requirements: Candidates should have a degree in History, Cultural Studies, Intangible Cultural Heritage, or a related discipline. Preference will be given to candidates with prior research experience in Hong Kong religious practices and/or oral history, as well as proficiency in Cantonese.

Application Deadline: Until the position is filled.

Interested applicants should send an application form, an updated CV, and a cover letter to Dr. Agnes Pang at agnespang@hksyu.edu. Application forms for academic positions can be downloaded from [HKSJU Vacancies] (<https://www.hksyu.edu/en/snippets/external-vacancy>).

All application materials will be held in strict confidence. Only shortlisted applicants will be contacted. Applications will be considered until the position is filled.