



THE CHINESE UNIVERSITY OF HONG KONG
Department of Government and Public Administration

GPA Internship Programme - Co-Intelligence
(Application Form for 2023 summer)

(The personal data provided on this form will be used by Department of Government and Public Administration and other relevant parties for selecting interns of GPA Internship Programme Co-Intelligence and related matters. Information on unsuccessful candidates will be destroyed after the recruitment exercise when it is no longer required.)

Introduction

- Partnership among the GPA and renowned local/ overseas, private/ public organizations
- Internship opportunities for GPA undergraduate students to enhance their understanding of the globalizing world, interpersonal and multitasking skills, sense of citizenship and commitment in life

Internship opportunities at

1. Edelman Hong Kong

- World's leading public relations agency
- Fast track to interview (paid intern)

2. Teach For Hong Kong

- Teach For Hong Kong (TFHK) nurtures future leaders to bring education equity, such that all children have the equal opportunity to learn, grow and realize their potential
- 2 vacancies, 4-5 full workdays per week (June - August 2023), unpaid:

Brand & Growth Intern x1

- Conduct market research regarding our organization's brand and characteristics of our prospective program participants
- Create shareable content appropriate for our target audience to spread both our brand and our Fellowship Program
- Grow potential applicant pool for our Fellowship Program via different social media platforms
- Work with Brand & Growth team member to strategize on TFHK's content strategy
- Document TFHK and Fellowship Journey in storytelling format
- Skills preferred: Marketing research, Design, Interpersonal communication, Understanding to education issues

Program Management & Training Intern x1

- Assist in designing the six-week Summer Institute for incoming TFHK Fellows (young adults) that covers topics of teaching training, leadership development, peer learning, and cross-sector exposure
- Drive the implementation of six-week Summer Institute including logistics support, progress documentation, and evaluation.
- Conduct research and design for the Fellowship Program enhancement on topics of leadership development, action research, coaching, etc
- Skills preferred: Facilitation, Education development experience, Administration, Event planning and management

3. Social Venture Hong Kong

- Social Ventures Hong Kong is an Impact Purpose Organisation, established in 2007, committed to reimagining a purpose-driven city
- Drive innovative social change for Hong Kong's urban social challenges through pioneering impact ventures, cultivating a movement of good and orchestrating impact capital
- 2 vacancies, 8-week internship between June and August, paid

Job Description

- Participate in brainstorming, strategizing and delivering our projects
- Supporting team's work in other projects on:
 - Impact measurement, reporting and evaluation of framework
 - Conducting research on social innovation and philanthropy
 - Plan, execute and evaluate events i.e., project workshops, networking events
- Skills preferred: Demonstrable passion and interest in social innovation / impact strategy and utilizing capital for good; Demonstrable skills in social research, quantitative analysis and reporting; Strong verbal and written English and Cantonese skills; Proficiency in MS Office & Google Suite

Why SVhk

- High-level exposure in Hong Kong's social innovation and philanthropy space
- Efficient and fast-paced workplace with excitement and purpose
- Friendly and supportive working environment

4. Hong Kong Public Opinion Research Institute

- Hong Kong-based public opinion research agency, conducts public opinion studies which are of interest and values to academics, journalists, policy-makers and the general public
- 2 vacancies, unpaid

5. LeadAll Consulting Ltd

- Consulting firm cofounded in 2021 by three veteran media practitioners, specialising in Government and public relations, media strategy, executive training and social media management
- 2 vacancies, paid

6. Humans Matter

- Consultancy specialising in behavioural science
- 1 vacancy, 2+ month internship, paid

Job Description

- Support localisation of existing contents
- Develop marketing and comms plan and materials including but not limited to engaging social media posts, pitch decks
- Event support (e.g. identify potential collaborators and target participants, liaise with vendors and take care of logistics)
- Assist in project delivery
- Other duties as assigned by the team (e.g. research about potential local collaborators and partners)
- Skills preferred: Marketing sense with excellent language skills, Event planning and management

Arrangement

- Period: June to August 2023 (1 – 3 months)
- Full-time commitment
- Stipend will be provided by partner organizations

Eligibility

- GPA undergraduate students year 2 or above
- CGPA 3.0 or above
- Excellent language skills

Application

- Deadline: **17th April 2023**
- Submit application by email to Ms Katherine Sha: katherinesha@cuhk.edu.hk
- Shortlisted candidates will be invited for interview in late April

After internship

- Submit 500 words in English with 5 photos related to the internship to share the experience

Enquiry

Ms. Katherine Sha (Tel: 3943 5431, Email: katherinesha@cuhk.edu.hk)

Continued on next page

SECTION 1 - PERSONAL DATA

Name: (English as printed on HKID Card) _____ (Chinese) _____

Sex: _____ Age: _____ Place & Date of Birth: _____

Nationality: _____ College: _____ Year: _____ CU ID#: _____

Permanent Address: _____

Tel: (Home) _____ Mobile: _____

Mailing Address: _____

CU Email address: _____

Personal Email address: _____

SECTION 2 - EDUCATIONAL BACKGROUND

(Please provide copies of transcripts and examination results, etc.)

Please list below, in chronological order, secondary and post-secondary schools that you have attended.

Name of Institution	Dates attended		Certificate, Degree or Diploma	Date Received
	From	To		

(Please provide copies of transcripts.)

Total No. of Year(s): _____ Total No. of Credit Units: _____

☐ Yes, I have taken TOEFL/IELTS* (pls. answer Q.2) ☐ No (pls. answer Q.3)

* Please delete as inappropriate

(Please provide copies of proof, if any.)

Please list the academic awards (including prizes & scholarships) you obtained in secondary school (S) and/ or at university (U):

[illegible]

SECTION 5 - EMPLOYMENT EXPERIENCE

Please state below your working experience (including full-time, part-time and summer jobs), if any, in chronological order.

Name of Company/ Organization	Position and Job Duties	Period	
		From	To

SECTION 6 - EXTRA-CURRICULAR ACTIVITIES

Please list below significant activities in which you have participated in secondary school (S) and at university (U), e.g. posts held in the Student Union, publications, athletics team, etc.

S/U?	Name of Association	Position	Period	
			From	To

SECTION 7 - PREFERENCES

Please indicate at least your top 4 preferences of the 8 internship opportunities. If you choose Hang Seng Bank, please state what background in Finance/ BBA you have attained, e.g. minor, enrolled in related courses.

1.^	
2.^	
3.^	
4.^	
5.	
6.	
7.	
8.	

^ required

SECTION 8 - STATEMENT OF PURPOSE

Please state in about 300 words your expectation of the internship program and how it might help you to achieve your future goals.

[illegible]

SECTION 9 - OTHER APPLIED INTERNSHIP PROGRAMME

Please list below, if any, other internship programme in 2019 summer that you have applied for and its progress.

No	Responsible Department	Country / Region	University	Application Status
1				
2				
3				
4				
5				

I declare that the information given in the application is accurate and complete, and understand that any misrepresentation will result in disqualification of my application for admission and subsequent participation in the exchange programme.

Applicant Name: _____
(Please print)

Applicant Signature: _____ Date: _____