

Job Scope: Consultant (Facility Stakeholder Engagement)
Position: Consultant
Contract Duration: Contract term between 6 to 12 months
Reporting To: The Steering Committee and The Director of Tennis Operations and Commercialisation

1. Purpose of the Role

The Consultant will be engaged to define, coordinate, and settle the scope and format of a targeted feasibility study for a proposed sports infrastructure project in Hong Kong. The primary focus is on leading stakeholder consultations to align objectives and requirements before formal study commencement.

2. Key Responsibilities & Deliverables

2.1 Stakeholder Engagement & Scope Finalisation:

- Lead discussions with relevant stakeholders, including Hong Kong government bodies and international sports institutions, to agree on the precise objectives, boundaries, and methodology of the required feasibility study.
- Synthesise stakeholder input into a clear, approved final scope of work for the feasibility study contractor.

2.2 Feasibility Study Framework Development:

- Outline the core components of the feasibility study based on agreed parameters, which may include:
 - (i) Analysis of comparable international projects of similar scale and nature.
 - (ii) Development of a schedule of accommodation detailing required functional spaces, technical specifications, and adjacency requirements.
 - (iii) Preparation of high-level master planning concepts showing site layout and key facility locations.
 - (iv) Drafting of preliminary schematic layouts for major facilities.
 - (v) Formulation of a preliminary project timeline with major milestones.

2.3 Documentation Preparation:

Prepare draft tender documents or call for quotation packages for the appointment of professional consultants to execute the formal feasibility study, based on the settled scope.

3. Preferred Candidate Profile

- 3.1 Proven experience and understanding of the operational structure and governance of National Sports Associations (NSAs) in Hong Kong.
- 3.2 Strong technical knowledge of venue requirements for major international tennis events, including court specifications, player facilities, broadcast, and spectator services.

- 3.3 Solid professional background in architecture, spatial planning, or sports facility design.
- 3.4 Demonstrated experience in managing multi-stakeholder consultations, particularly with governmental and international sporting organisations.
- 3.5 Excellent communication, negotiation, and report-writing skills in English. Proficiency in Cantonese is highly advantageous.
- 4. Contractual Details
 - 4.1 This is a short-term contract position for an estimated duration of 60 days, subject to extension after mutual agreement.
 - 4.2 Remuneration will be commensurate with experience and qualifications.

*Interested candidates please email your resume and expected salary to info@tennishk.org on or before March 13, 2026. Please indicate on the subject of the email "Application for Consultant (Facility Stakeholder Engagement)". All applications will be treated in the strictest confidence. Personal Data provided by appointees will be used strictly for recruitment purposes only.