

誠聘合約職位

1. **0.4 Project Officer (Lai Chi Kok) (Ref : 0.4POa / YEES)**

Key Responsibilities:

- Reach and recruit disadvantaged youth, including but not limited to ex-offenders, inmates, youth-at-risk and youth with mental illness/SEN (targeted youth) to join the Programme.
- Plan and host future skills-oriented career planning and development programme (including group, workshop and event) to the targeted youth.
- Provide and arrange entrepreneurship training and follow up service to the targeted youth.
- Explore and liaise employers, trainers and other stakeholders to host and coordinate various capacity building activities and job internship.
- Handle administrative work.
- 2 working days a week.
- Contract period until 31 December 2026.

Requirements:

- Post-secondary education, preferably in social work, social science, counseling, business or related disciplines.
- Preferably with 2 years or above working experience in social service or business or related industry.
- Passionate and proactive with good interpersonal and organizational skills.
- Strong team player and is able to work in collaboration with others to deliver results while can work independently.
- With knowledge and sense of business and digital marketing.
- Fluent written and spoken in both Chinese and English.

本會提供之員工福利，包括進修津貼、住院及門診醫療計劃，工作滿五年後可獲額外僱主強積金供款等。應徵者請致函註明申請職位和工作地區，並附詳細履歷、要求待遇和到職日期，[電郵至 recruit@sidebyside.org.hk](mailto:recruit@sidebyside.org.hk)。



(申請人所提供的資料將予保密及只作有關招聘用途)

註冊機構: 香港善導會 (本會為註冊擔保有限公司)