



香港善導會
The Society of Rehabilitation and
Crime Prevention, Hong Kong

Recruitment of Contract Post

Project Officer (Tsz Wan Shan)

Key Responsibilities :

- Assist Project-in-charge to plan and implement the Project;
- Provide case management including individual assessment, employment guidance and counselling, training and job matching services;
- Provide career and life development services, psycho-social support group and experiential activities to youth in custodial institutions, or community youth under probation order or other non-custodial sentence;
- Navigate target youths to multiple pathway exploration by providing market information, transferrable job skills and career-related experience;
- Facilitate target youths to execute career and life management, strengthen their capacity and portfolio building by acquiring shifts, competence and qualifications; and
- All members of this project team will be required to attend the “Capacity Building Programme for NGO Practitioners” organized by CUHK (accredited advance certificate programme reaching Qualifications Framework Level 5 on the Qualifications Register), which will equip them with the comprehensive skills, knowledge and perspective for this Project.

Requirements :

- Post-secondary education preferably with Bachelor degree in social work, counselling or business discipline;
- Minimum 3 years’ experience preferably in casework management for youth, ex-offender rehabilitation or career and life development services;
- Good team player with strong self-motivation, and enjoy working with people from all walk of life; and
- Good command of spoken and written English and Chinese; and proficient in MS Office operations.

Appointment will be made on contract term with staff benefits including training subsidies, medical benefits. Qualified candidates are invited to submit application letter and full resume with present and expected salary and earliest availability to recruit@sracp.org.hk

(All information provided will be kept as confidential & only be used for recruitment related purposes)