



## Enrolled Nurse (Ref: MCW/07082020/CCH\_EN)

**CHANGE YOUR FUTURE AND THE FUTURE FOR CHILDREN IN HONG KONG. JOIN OUR TEAM.**

Our staff are creative, collaborative, and willing to do whatever it takes to get the job done. They embody our core values and believe in our vision and mission. If you enjoy a work environment that is challenging, rewarding and making an impact, we invite you to consider a career with Mother's Choice.

### Position Description

The Enrolled Nurse (EN) is part of the Early Intervention Services (EIS) Team and works in to achieve quality care for children that are living in a residential or family setting. This position will be trained to assist the EIS Team in the Child Care Home as well as with outreach services to assist with the provision of safe, effective client and family centered care using professional knowledge and skills under the direction of Registered Nurses/Midwife and Therapists.

### Key Responsibilities

- Assist the nurse and other staff with children's hospital, medical appointments and follow ups.
- Support with some of the registered nurse (RN) duties when RN is on leave.
- Ensure safe medication preparation, administration and storage procedures.
- Ensure hygienic environment and protect children, families, staff and volunteers by advising, monitoring and adhering to Department of Health guidelines on infection-control policies and protocols.
- Undertake health and development routine screening of babies and children in family based care.
- Promote children's health and development by collaborating with EIS team.
- Help new parents understand childcare issues, such as feeding, sleeping, safety and development.
- Provide educational and training on child care health and wellbeing to parents, families and carers.
- Provide support to families with Individual Education Plans developed by the EIS team.
- Able to assess parents and caregivers parenting skills and home situations and offer support that may be needed as well as be able to report this to the EIS team for further inputs.
- Ensure safe medication administration and storage procedures.
- Maintain accurate records by entering data into various electronic systems for all assigned clients in accordance with guidelines established by EIS team.
- Maintain professional and technical knowledge by attending educational workshops and reviewing professional publications.
- Perform other related duties as required.

### Requirements

- Registered in HK Nursing Board with valid practicing certificate
- Experience in pediatrics and residential child care service preferred
- Have an understanding of early childhood development principles and practices
- Have excellent communication skills and that includes liaising with families and EIS team
- Compassionate, courageous and commitment to excellence
- Keen to learn and able to work independently, enjoy travelling for home visits and good team work
- Good command of spoken and written Chinese and English
- Internal training by the professional team will be provided for the right candidate
- No overnight shift required
- Must share the commitment of Mother's Choice in upholding the safety and protection of children as paramount.



### To Apply

Interested candidates should send a cover letter, full resume quoting the job reference number (Ref: : MCW/07082020/CCH\_EN) and expected salary to Assistant Director, Human Resources, Mother's Choice Limited, 10 Borrett Road, Mid-Levels, Hong Kong; email [hr@motherschoice.org](mailto:hr@motherschoice.org); fax 2525 7445

Personal data collected will be used for recruitment purposes only. Applicants who do not hear from us within two months may consider their application unsuccessful. Mother's Choice is committed to diversity and inclusion and is an equal opportunity employer.

### About Mother's Choice

Mother's Choice is a local charity serving the many children without families and pregnant teenagers in Hong Kong. We join hands with our community to give hope and change the life stories of vulnerable girls and babies. Our vision is to see every child in a loving family.