



**Program Officer (Prevention), Youth Services (18-month contract)
(Ref: MCW/21082020/YS_PO)**

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.

Mother's Choice seeks a Youth Services Program Officer for planning and delivering crisis pregnancy prevention and intervention programs at Mother's Choice to equip and empower school youth, youth at-risk of crisis pregnancy and pregnant teenagers with sexual health knowledge, life skills and community network to make informed decisions.

Reporting to the Senior Officer of Youth Services, the ideal candidate should have a deep commitment to the Mother's Choice vision of every child in a loving family, a familiarity with the local education system and youth community, and experience in coordinating collaborative evidence-based programs for youth..

Key Responsibilities

- Coordinate and conduct comprehensive sexuality education program (workshop and group work) to secondary school youth and youth at-risk of crisis pregnancy
- Maintain accurate records of program activities through implementing KPI measures / survey as well as preparing various reports for evaluation
- Coordinate training, scheduling, and coaching of volunteer educators
- Assist Senior Officer to develop materials for teaching, volunteers training and program promotion
- Support Senior Officer to organize sexuality education trainings for teachers, parents, and social workers
- Contribute to administrative and team activities including answering teenage crisis pregnancy hotline, maintaining purchase requisitions and receipts for accurate budgeting, and assisting in the annual planning and reporting process
- Assist in the preparation and implementation of other Youth Services initiatives including conferences, workshops and interns development to amplify the reach and increase public awareness on the plight of issues of vulnerable youth and children.
- Undertake other duties as assigned.

Requirements

- University degree or above
- 2 years or more of field experience in program planning and implementation; ideally with a focus on youth, sexual health, public health, community work and other related disciplines
- Preference will be given to candidates who have experience in facilitating school-based workshop/small group/counselling with youth
- Self-aware individual with creativity, drive, resilience, and integrity whilst keeping a sense of perspective.
- Commitment to helping youth make informed decisions while adhering to the values of Health, Safety and Access to Information;
- Passionate about the Mother's Choice mission and committed to the strategic vision and future of the organization
- Good written and spoken Chinese and English skills; ability to communicate effectively in Cantonese is a must
- Flexible and can work during occasional evenings and weekends and in different service programs locations as the project demands
- 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/21082020/YS_PO) and expected salary to Assistant Director, Human Resources, Mother's Choice Limited, 10 Borrett Road, Mid-Levels, Hong Kong; email 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.