



Program Officer (Ref: MCW/221111/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.

Position Description

The mission of our Pregnant Girls Services (PGS) is to provide “a safe place where pregnant girls in crisis are embraced, equipped and empowered for a hopeful future”. We are looking for a Program Officer who he/she plays an integral role in the team by providing service support to pregnant girls and their family members in crisis through a range of program activities focused on information, education, empowerment and support. He/she is part of the team that works from strength based and youth and family driven perspective and participates in coalition and coordination efforts with other peer agencies providing similar services.

Key Responsibilities

1. Implementation of Intervention Programs

- Plan and conduct intervention program for youth facing crisis pregnancy and their significant others on topics such as natal care, sexuality and relationship, childcare knowledge, and recreational activities to support case management
- Led by Senior Program Officer, contribute to strategic planning on program development and continuous quality improvement; updating training resources for volunteers and alumni assisting with program operation
- In conjunction with Senior Program Officer, collaborate with internal and external stakeholders for program initiatives to advocate for needs of pregnant girls and their families
- Manage all aspects of the administration of program interventions, evaluation and written reports

2. Support of Youth Services Initiatives

- Support the initial connection program for youth facing crisis pregnancy by responding to enquiries through hotline, WhatsApp and email
- Conduct Comprehensive Sexuality Education (CSE) workshops to youth in school and institution settings
- Assist in conferences and workshops to amplify the reach and increase public awareness on the plight of issues of vulnerable youth and children
- Perform other related duties as required

Requirements

- Background in Social Science / Counseling / Education / relevant discipline
- 2+ years of experience in working in NGOs, preferably in youth or family service
- Proficient in verbal and written Chinese and English
- Program / project(s) management and execution experience, with good facilitation skills
- A team player with excellent communication and interpersonal skills
- Proven organizational skills and ability to manage multiple tasks with a high degree of accuracy
- Experience in adolescent sexual health training and/or natal care knowledge an advantage
- Availability to work some evenings and weekends
- 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/221111/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.