



Manager, Child Care Home (Ref: MCW/240506/CCHM)

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

This position is responsible to oversee the smooth running of the Child Care Home by managing a team of over 60 staff members to ensure the well-being of all children under our care.

Key Responsibilities

- To provide full range of management, administration and strategic leadership to ensure the Child Care Home is a safe and secure place for children to stay in.
- Perform leadership and management to team members and volunteers so as to provide quality services in holistic care to our serving communities.
- To ensure the Child Care Service is compiled with the requirements of relevant ordinance under HKSAR.
- Maintain sufficient and efficient team to ensure a smooth operation by recruiting, selecting, orienting, and training employees and volunteers.
- Active collaboration with other service managers and professionals in community, including medical officers, public officers, lawyers, to carry out holistic and professional case management and so best support and prepare the children to permanent and loving families.
- Administrate the budget to ensure the finance accountability and reach the optimal service effectiveness and efficiency.
- Develop a robust monitoring and evaluation system and a research agenda in collaboration with colleagues and partners to build the evidence base for field activities.
- Assist the Director of Clinical and Residential Programs to plan and execute service initiatives.
- Perform other duties as and when necessary.

Requirements

- Degree holder in relevant discipline with at least 10 years related work experience, preferably in medical, allied health, social services
- Experience working in a non-profit organization is highly valued
- Familiar with Hong Kong residential service system, delivery and improvements.
- Mature, energetic, analytical, able to work under pressure and in a multi-culture setting.
- Excellent spoken and written Chinese and English; along with strong intercultural communication skills.
- Must share the commitment of Mother's Choice in upholding the safety and protection of children as paramount.

To Apply

Interested candidates please send a full resume, expected salary, and available date to Assistant Director, Human Resources, Mother's Choice Limited, 10 Borrett Road, Mid-Levels, Hong Kong; or email to hr@motherschoice.org

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.