



<http://www.hongchi.org.hk>

Hong Chi Association was founded in 1965 and one of the largest non-profit organisations dedicated solely to serving people with intellectual disabilities in Hong Kong. For further information about the Association, please visit its website at [www.hongchi.org.hk](http://www.hongchi.org.hk)

### **Programme Development Officer**

(Ref.: PDO(IVTC)/12/01/24/W)

#### **Responsibilities:**

- Develop and monitor vocational training curriculum and related assessment for people with intellectual disabilities
- Collaborate with various parties to ensure smooth operation of programs
- Coordinate events for program promotion

#### **Requirements:**

- Diploma / Degree holder, preferably in Social Work / Psychology / Education
- Experience in development of training program and related assessment
- Familiarity with the content and pedagogy of vocational training will be an advantage
- Proficiency in basic computer application and statistical analysis
- Work Location: Tai Po

Interested parties please send full resume and expected salary with mark "Confidential & Ref. No." to : **Hong Chi Pinehill Integrated Vocational Training Centre, Pinehill Village, Chung Nga Road, Nam Hang, Tai Po** or by email to [ivtc\\_hd@hongchi.org.hk](mailto:ivtc_hd@hongchi.org.hk)

**\*\*Prospective employees are requested to undergo Sexual Conviction Record Check on voluntary basis\*\***

*(All data collected will be used for recruitment purposes only.)*