

COLLEGE OF PROFESSIONAL AND CONTINUING EDUCATION

Founded by The Hong Kong Polytechnic University (PolyU), the *College of Professional and Continuing Education (CPCE)* oversees the operations of the *Hong Kong Community College*, offering quality sub-degree programmes for secondary school leavers; and the *School of Professional Education and Executive Development*, offering professionally oriented academic award programmes for persons at various stages of their career, including top-up degree awards for associate degree and higher diploma graduates.



School of Professional Education
and Executive Development
專業進修學院



The College now invites applications for the following posts:

Hong Kong Community College (HKCC)

Fieldwork Supervisor (part-time) (several posts) (Ref. 180105-01)

Duties

Appointees will be required to:

- (a) undertake fieldwork supervision of students at Higher Diploma level;
- (b) help in organizing and conduct workshops and agency visits for students;
- (c) undertake other practice teaching related activities; and
- (d) perform any other duties as assigned.

Appointees will be required to undertake fieldwork supervision in daytime or evening according to the service nature of placement students.

They need to provide on-site supervision, and be required to take up assignments and work outside Hong Kong occasionally.

Qualifications

Applicants should have/be:

- (a) a recognised degree in Social Work;
- (b) not less than five years' related post-qualification practical experience in the field of social work;
- (c) a Registered Social Worker;
- (d) experience in supervising social work students;
- (e) skills in and knowledge of connecting and developing collaborative relationships with a wide range of social service organizations; and
- (f) a good command of both written and spoken English and Chinese.

Possession of a master's degree in social work related discipline will be an advantage.

Remuneration

Salary offered will be commensurate with qualifications and experience.

Application

Please complete the job application form which is available on http://www.cpce-polyu.edu.hk/chro/app_form/. For applicants who wish to provide a separate curriculum vitae, they should still complete the job application form for facilitating the recruitment process. Completed application forms should be returned to the **Human Resources Office, College of Professional and Continuing Education, Room 1710, 17/F, PolyU Hung Hom Bay Campus, 8 Hung Lok Road, Hung Hom, Kowloon** by post/fax (2364 0098)/e-mail (huoffice@cpce-polyu.edu.hk) on or before **Saturday, 20 January 2018**. Applicants who are not invited to an interview within two months of the closing date may consider their applications unsuccessful.

Note: College of Professional and Continuing Education Limited is an affiliate of The Hong Kong Polytechnic University.

January 2018