

## Recruitment of Contract Post

### Case Manager (Social Worker) (Lai Chi Kok)

#### Key Responsibilities

- To reach and recruit targeted ethnically diverse group to enroll the Programme;
- To conduct customised employment-related case management including screening & needs assessment, pre-employment counselling, employment assistance & job matching, post-placement support and case review towards ethnically diverse applicants/participant;
- To handle referral and enquiries from other service units or external parties, and make other service referral if necessary;
- To communicate and collaborate with Employment Liaison Officer to facilitate the job matching and the activities of the Programme; and
- To handle administrative work.

#### Requirements

- RSW with 3 years' relevant work experience in providing counselling services to Ethnically Diverse Group is preferred;
- Self-driven, passionate and proactive with good interpersonal and organisational skills;
- Strong team player and able to work in collaboration with others to deliver results and work independently; and
- Proficient in both spoken and written English and Chinese.

Interested candidates are invited to submit application letter indicating his/her suitability to fill the above position(s) with full resume, present and expected salary, date of earliest availability to [recruit@sidebyside.org.hk](mailto:recruit@sidebyside.org.hk).



*(All information provided will be kept as confidential & only be used for recruitment related purposes)*

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