



Health In Action

(Ref:202111CHO-EM)

**Position Title: Community Health Officer (Ethnic Minority Service)**

**Brief Description of Health In Action:**

Health In Action (HIA) is a non-profit organization and registered charitable organization in Hong Kong since its establishment in 2011. Our vision is to achieve health for everyone in the society. We are a team of multidisciplinary healthcare professionals comprising pharmacist, physiotherapist, nurse, dietitian, nutritionist, social worker, health coach and public health researcher. We aspire to promote a healthy city in Hong Kong through cycles of service, research, advocacy, and nurture.

**Kwai Tsing Community Health Management Hub**

Kwai Tsing Community Health Management Hub is a primary healthcare programme comprising social and medical services. It provides “one-stop” health management service to the citizens in Kwai Tsing district, aiming at enhancing the health knowledge and ability to self-manage disease.

**Job Descriptions:**

Key Responsibilities:

- Provide health assessment, follow up and health education including but not limited to ethnic minorities (EMs) clients
- Prepare and conduct groups, programmes and various activities, including but not limited to those for EMs
- Provide interpretation and translation service with EMs
- Handle walk-in/ phone call/ email enquiries in the community health management hub
- Handle scheduling and referrals of services
- Compile data and statistics for reporting
- Produce cultural friendly publicity/ promotional materials
- Assist in communication with clients, caregivers and support groups
- Assist in hub operation and service design to cater community needs
- Any other job duties assigned by supervisor

Requirement:

- Degree holder in social science, health science, public health, or other relevant subjects
- Native speaking in at least one ethnic minorities language, e.g. Urdu and/or Hindi preferred
- Fluent in spoken and written English
- Experience in social or community health setting preferable
- Excellent communication skills and open to working in a diverse and multicultural environment
- Self-motivated, flexible, passionate in community engagement
- Ability to build and maintain rapport with clients.
- Proficiency in Chinese language is an advantage
- 5-day work, shift duties on weekdays and weekends may be required

**Application Deadline: 15 Nov 2021 or until the position is filled**

Please email your cover letter, resume with expected salary to [hia@hia.org.hk](mailto:hia@hia.org.hk). You can also visit our website <https://hia.org.hk> or our Facebook <https://www.facebook.com/HIAHK/> for further information on HIA. The data collected will be used for recruitment purposes only.