

# HONG KONG SHUE YAN UNIVERSITY

## Student Counselor

### Tasks:

- Provide psychological counseling services to students (screening, counseling & crisis management)
- Provide advice on community resources for students in need
- Develop and deliver events or programs to meet the personal growth needs of students as well as mental health prevention
- Implement program plans by ordering needed materials, scheduling speakers, reserving space, or handling other administrative details
- Coordinate and handle the administrative works for counseling team
- Identify and collaborate with education instructional staff
- Supervise junior staff and volunteer student workers and to provide brief support for school mass events e.g. Orientation Day

### Requirements:

- Master's degree in Counselling or Social Work with at least 1-2 years' relevant post-degree experience; or
- Bachelor's degree in the abovementioned disciplines with at least 3 years relevant post-degree experience. Preference will be given to those who have worked in school setting and have solid counseling experience
- Experience and capability to work and liaise with people from diverse cultural and intellectual background
- Interests to work for a growing university and administrative support system, and a passion to work with/for adolescents and young adults
- Experience of managing junior and supporting staff in an administrative environment
- Fluency in English and Cantonese is a must while proficiency in Putonghua is an advantage

Interested parties please send an application letter with your CV and completed application form with expected salary to Associate Vice President (Student Affairs) of the OSA at 10 Wai Tsui Crescent, Braemar Hill, North Point, Hong Kong Application form can be obtained at: <https://www.hksyu.edu/en/about/career/>

*Personal Data collected will be used for staff recruitment purpose only.*