

The Organization

Established in 1965, New Life Psychiatric Rehabilitation Association is dedicated to people-focused, recovery-oriented and evidence-based community mental health service development. The Association operates over 60 service units and projects to render residential, employment and vocational training as well as community support services for 18,000 people in recovery of mental illness and their families annually. To promote social inclusion and support self-reliance of people in recovery, the Association has established 22 social enterprises. It also specializes in mental health promotion and prevention, research, professional training and development.

For further details about the Association, please visit its website at <http://www.nlpra.org.hk>

Manager (Vocational Rehabilitation) (Post 1 : Tuen Mun; Post 2 : Wong Tai Sin)

Responsibilities:

1. To be responsible for planning, implementing and evaluating the rehabilitation services rendered;
2. To supervise and monitor the operation of Sheltered Workshop or Integrated Vocational Rehabilitation Service Centres (IVRSCs);
3. To be responsible for formulating and implementing the development plan of Sheltered Workshop or IVRSCs;
4. To provide supervision and support to team members and monitor their performance;
5. To establish partnership cooperation with potential partners for new initiatives or business development; and
6. To monitor funding projects and follow up funding applications.

Requirements:

1. A recognized University degree in Social Work, Business Administration or other related discipline;
2. At least 3 years of relevant management experiences; preferably gained in NGOs or public sector;
3. Good command of spoken and written English and Chinese;
4. Resourceful and with good communication and interpersonal skills; and
5. Self-motivated and able to work independently and under pressure.

Applicants are invited to forward a cover letter and a resume to the **Human Resources Department, New Life Psychiatric Rehabilitation Association, 332 Nam Cheong Street, Kowloon** by post, by fax 3552 5398 or by email recruit@nlpra.org.hk. Applicants who are not contacted within 2 months should consider their application filed for future reference.

Personal data provided by applicants will be used strictly for recruitment purpose and will be destroyed upon completion of recruitment exercise. Prospective employees are requested to undergo Sexual Conviction Record Check.