

**Research Assistant I (Ref: RAI/ECE/1120)**  
**Department of Early Childhood Education**

The appointee will be responsible for providing research and administrative support to a GRF project entitled “Engaging the victimizer, victim and bystander with the aim of reducing bullying among young children - “ECE Peace Ambassador Project”. (「兒童和平大使計劃」——通過對欺凌行為的加害者、受害者和旁觀者的調查，以期減少兒童的早期欺凌行為). A full time research assistant (RA) is expected to assist project leader to prepare questionnaires, interview guide, and back translation scales; recruit schools and participants; and conduct preliminary data analyses. The study required to collect a large amount of data for 2 months each time, as well as to do a large amount of interview transcription, data entry and data analysis for a period of 2 years. Job duties involve conducting literature review, administrative work, developing resource materials, liaison with participating preschools, coordinating training workshops, seminars and dissemination activities, conducting class observations for fidelity checks and collecting data; and performing other related duties as assigned by the Principal Investigator. He/she will also be responsible for writing reports and in charge of project administration including logistics, purchases, accounts, records and files. The appointment will be up to a period of 24 months.

Applicants should have a recognized Bachelor’s Degree, preferably a Master’s Degree in Education/Early Childhood Education, Psychology or related disciplines with several years of post-qualification research support working experience. Experience in conducting child interview, supporting research, event coordination and/or teacher professional development is preferable. Proficiency in PC skills (including MS Office and SPSS), both written and spoken English and Chinese is required. Knowledge in administrative support to the team and budget management is preferable.

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Salary will be commensurate with qualifications and experience.

Initial appointment will be made on a fixed-term contract. Fringe benefits include contract-end gratuity, leave, medical and dental benefits.

Application Forms are obtainable from (a) <http://www.eduhk.hk/hro/applyfor.htm>; or (b) the Human Resources Office, 3/F, Cho Kwai Chee Foundation Building, The Education University of Hong Kong, 10 Lo Ping Road, Tai Po, New Territories, Hong Kong. The completed Application Form, together with full CV, should be sent to the Human Resources Office by email to [hro1@eduhk.hk](mailto:hro1@eduhk.hk) or by post to the above address on or before **14 December 2020**. Please quote the reference number of the position in the application and mark “Strictly Confidential – Job Application” on the envelope. Personal data provided by applicants will be used for recruitment and other employment-related purposes. For details of the Personal Information Collection Statement, please refer to <http://www.eduhk.hk/jobsoff/index.php?glang=en>.

All applications will be treated in strict confidence. Only those who are shortlisted will be contacted. The University reserves the right not to fill the position(s) advertised. Since the incumbent may engage in work relating to students in schools, prospective employee(s) may be requested to undergo Sexual Conviction Record Check operated by the Hong Kong Police Force.

Further information about the University is available at <http://www.eduhk.hk>.

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