

*Founded in 1994 and awarded the University title in 2016, The Education University of Hong Kong (EdUHK) is a publicly funded university, dedicated to the advancement of teacher education and related disciplines through a diverse offering of academic, professional and research programmes. The University aspires to become a leading university in the Asia Pacific region and beyond, with a focus on educational and multidisciplinary research, development and innovation. We are committed to nurturing outstanding and caring educators and professionals as well as enhancing the impact of scholarship.*

*The University has an academic/teaching staff strength of about 450 and total student headcount of about 11,000. It has a Graduate School and three Faculties, namely, Faculty of Education and Human Development, Faculty of Humanities, and Faculty of Liberal Arts and Social Sciences, comprising 15 academic departments, as well as two Academies, Academy for Educational Development and Innovation and Academy for Applied Policy Studies and Education Futures, a number of University-level research centres and Faculty-level research and professional development centres. For more information about the University, please visit <http://www.eduhk.hk>.*

*We are looking for suitable candidate(s) to fill the following position(s). If you are excited by the prospect of contributing your expertise to the development of a leading university at the heart of Asia Pacific region and beyond, we would like to hear from you.*

## **Director of Student Affairs Student Affairs Office**

Reporting to the Dean of Students, the appointee will assist him/her in the policy formulation, resource allocation and development of strategies for student support and development.

The Director of Student Affairs will head the Student Affairs Office with around 90 staff and clients include students at sub-degree, undergraduate and post-graduate levels. He/she will oversee the provision of non-formal learning such as leadership development, service learning, global exposure; student halls and hall life education; student advising for the enrichment of their campus life and whole-person development; sports development; facilitating integration of local and non-local students; as well as quality student support services such as student welfare, SEN support service, guidance and counseling, support for career and employment, and non-local students. The appointee will also be responsible for providing guidance and support to student organizations and maintaining effective communications between students and the University, establishing productive relationship with internal and external partners for soliciting support and creating learning opportunities for EdUHK students.

Applicants should have a higher degree in education, social work, psychology or other relevant disciplines with tracked management experience at a senior level and serving young people, preferably in the tertiary education setting; strong passion in youth guidance and development; proven leadership and the ability to plan strategically, work under pressure, and handle complex issues tactfully in a fast-changing environment; excellent interpersonal, presentation and communication skills; and proficiency in both English and Chinese languages (including Putonghua). A remarkable ability to motivate his/her colleagues is essential qualities for this position.

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### **Application Process:**

The University is being represented in this search by Robert Walters. Interested candidates should submit their full curriculum vitae, a cover letter outlining their qualifications and experience, and any other relevant documents to Cherie Kwok, Associate Director - Commerce Division by email at [Cherie.Kwok@robertwalters.com.hk](mailto:Cherie.Kwok@robertwalters.com.hk).

Review of applications will start from 26 May 2025 and will continue until the post is filled.

Join us in shaping the future of our University and making a meaningful impact on our community.

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Attractive and competitive remuneration will be offered to suitable candidates. Salary will be commensurate with qualifications and experience. Initial appointment will be on a fixed-term contract [applicable to internal and external successful candidates]. Re-appointment thereafter will be subject to mutual agreement. Fringe benefits include the University's Voluntary Contributions to MPF Scheme or a contract-end lump sum payment (totaling up to 15% of the basic salary), leave, medical and dental benefits, and, where applicable, housing benefits.

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/jobsopp/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's work would involve contacts with persons aged under 18 and/or mentally incapacitated persons, prospective employee(s) will be required 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>.

**EdUHK is an Equal Opportunities Employer.**

