

## **Play Officer (Play in School)** **Playright Children's Play Association**

The aim of the Play in School Project is to enable young children to enjoy child-led free play in schools. Over the past years, we have trained seed schools through a systematic Playright model to help young children enjoy child-led free play in kindergartens by holding the “Seed Schools Training Programme.” In the coming years, we will extend our focus to primary schools. We hope to establish a systematic approach for integrating regular free play into the daily routines of these schools, empowering teachers to implement sustainable free playtime to enhance children’s overall well-being. In addition to continuing with the school program, we have also worked with special schools.

### **Responsibilities**

- Plan, organize, implement, evaluate and promote children's play by creating child-centred outdoor or indoor free play opportunity (outdoor will be prioritized) in schools or the community for kindergarten/ primary school/ special needs (SN) children
- Empower teachers and social workers with Playwork by taking a supporting role in briefing and debriefing sessions for play demonstrations, and identifying their Playwork training needs for project sustainability
- Identify school and community partners to work on and sustain different projects
- Assist in coordinating with internal and external stakeholders like schools, NGOs and part-time workers, etc; and executing community trips, play events, sharing session and public seminar for various project
- Supervise part-time workers by defining clear responsibilities and communicate expectations effectively
- To manage warehouse for play materials and keep it in good working condition
- Provide administrative support, prepare data analysis and statistics for project reports.
- Documentation of the practice, experiences and stories for sustainability and advocacy of projects
- Carry out any ad hoc tasks assigned by the supervisor

### **Requirements**

- Degree holder in any discipline
- At least 2 years working experiences
- Experience in working with children or special needs children and school or community work is an advantage
- Be a good team player, independent, self-motivated, positive thinking, possess good interpersonal skills and able to handle challenges
- Mature, energetic, creative and highly motivated
- Have passion in working with children through play
- Work on weekends is sometimes required
- Good command of Chinese and English language (spoken and written)

### **Other Terms**

1. Two-year contract, renewable based on performance and service needs
2. Path to permanency: Opportunity for conversion to permanent staff upon contract completion
3. Competitive salary with annual performance-based reviews
4. Full employee benefits aligned with organizational standards, including Annual Leave and Medical Insurance etc.

\*Prospective employee is requested to undergo Sexual Conviction Record Check on voluntary basis\*

\*Internal Play Training will be arranged\*

Please send your resume with expected salary to <mailto:hr@playright.org.hk>



Note: The general responsibilities listed herein above are exhaustive and as such additional duties, which are related to this position in the Company, may be added on the above list as and when it is deemed necessary.