



**Crossroads  
Foundation**  
國際十字路會

Job Profile (12-month contract):

## **Project Leader GoodCommunity Project**

Crossroads Foundation is seeking a dynamic, experienced Social Worker to lead the "Good Community Project" (sponsored by the Hong Kong Club Foundation) from 3rd October 2023.

### **Responsibilities**

*Establishing GoodCommunity Distribution Events:*

- Manage relationships with partner organisations around HK
- Work with partners to identify priority needs that can be met with available goods
- Co-ordinate with partners, volunteers & other stakeholders to conduct the distribution events

*Coordinating donations directly from donors directly to recipients  
(powered by "GoodCity" mobile apps):*

- Work with various departments to support and increase transactions through the service

*Growing the network of organisations using Crossroads' various services:*

- Running introduction sessions for charity staff
- Developing and disseminating promotional and instructional materials
- Supporting ongoing relationship development among new and existing users

*General Responsibilities:*

- Project planning and co-ordination with input from various departments
- Developing standardised procedures and training to empower long-term operations
- Gathering feedback, maintaining records and developing progress reports
- Manage sponsor relationship

### **Qualifications / Attributes**

- Social worker/social work consultant with at least 3 years' experience in Hong Kong
- Excellent communicator in both Cantonese and English
- Good PR Skills – a strong networker, promoter and product evangelist
- Well-connected within the social work scene in Hong Kong
- Comfortable learning and using technology tools/apps
- Passion, positivity and empathy (building our team culture, not taxing it)

### **Details**

Full-time – 12 month contract | \$35-40K/month (based on experience) |

So Kwun Wat area | Tuesday – Saturday work week |

Ideal starting date: 3rd October, 2023

**Apply at <https://www.crossroads.org.hk/job-application/>  
(deadline: August 31st, 2023)**