



EQUAL OPPORTUNITIES COMMISSION

The Equal Opportunities Commission (EOC) is a statutory body charged with the mandate to eliminate discrimination on the grounds of sex, marital status, pregnancy, disability, family status and race, as well as to eliminate sexual harassment, and harassment and vilification on the grounds of disability and race. The EOC promotes equality of opportunities between men and women, between persons with and without a disability, persons of different races and irrespective of family status. It is the EOC's vision to create a pluralistic and inclusive society free of discrimination where there is no barrier to equal opportunities. The following position is available in the Equal Opportunities Commission (EOC). Applications are invited from qualified candidates:

Senior Equal Opportunities Officer (Anti-Sexual Harassment Unit) **(Monthly salary of HK\$74,515 to HK\$110,170, 3-year fixed term contract, further employment is subject to review on service needs and performance)**

The Role

- Provide secretariat support to the Working Group on Anti-Sexual Harassment Campaign (Working Group)
- Develop work plan and strategies for the Anti-Sexual Harassment Campaign (Anti-SH Campaign)
- Implement the work plan and strategies endorsed by the Working Group
- Initiate, organise and conduct survey(s) on anti-sexual harassment issues
- Organise follow-up actions after the release of findings of sexual harassment surveys and research studies
- Conduct training and other public education programmes as part of policy advocacy for Anti-SH Campaign in specified sectors
- Engage and liaise with stakeholders to explore partnership in anti-sexual harassment initiatives
- Conduct feasibility study on the provision of first port of call service, and manage the service subject to feasibility study and availability of resources for members of the public (sexual harassment victims in particular) to seek free information, support and timely advice on matters related to sexual harassment in a safe and confidential environment
- Identify areas of concern related to sexual harassment and provide assistance to management as to responses to be taken
- Provide support to management
- Lead the Anti-Sexual Harassment Unit, coach and supervise the staff of the Unit
- Undertake any other duties assigned

The Person

- University graduate with at least 8 years' working experience, 3 of which should be at middle management level or project management position;
- Practical work experience in complaints handling, or counselling or social policy advocacy is preferred;
- Good knowledge of law and issues relating to discrimination, sexual harassment and equal opportunities;
- Good knowledge of conducting social research;
- Received legal or social work training an advantage;
- Motivated and committed to EOC's vision, mission and values;
- Genuine interest in advocating for equal opportunities policies;
- An empathetic person with non-judgmental personality;
- Excellent communication and interpersonal skills;
- Good command of Chinese and English, command of Putonghua a plus; computer literacy in common software applications;
- Creative and proactive in conducting advocacy campaign; good analytic power and common sense.

[Appointment will be on three-year agreement terms renewable depending on service needs and performance. The remuneration package will consist of a basic salary and a cash allowance in accordance with the Commission's policy. The appointee will also be eligible for a gratuity on completion of the agreement subject to satisfactory performance and conduct.]

To Apply

Applications (including CV), **marked confidential and specifying the post applied for**, should be sent to the Director (Corporate Planning & Services), Equal Opportunities Commission, **16/F, 41 Heung Yip Road, Wong Chuk Hang, Hong Kong on or before 25 May 2020**. Candidates shortlisted for further consideration will normally be contacted in around 6 weeks from the closing date of application. The information provided will be treated in strict confidence and will be used for employment purpose only. Information of unsuccessful candidates will normally be destroyed 2 years after the recruitment exercise is completed. For more information on the Commission, please visit our website at <http://www.eoc.org.hk>.

WE ARE AN EQUAL OPPORTUNITIES EMPLOYER