

英文	中文
<p>Recruitment for "Fun Fun" Christmas Outreach</p> <p>We are recruiting passionate partners for our annual "Fun Week" event this December! This meaningful initiative aims to bring laughter and warmth to underprivileged primary students during the Christmas holidays through a series of engaging activities.</p> <p>Event Dates:</p> <ul style="list-style-type: none"> • Main Event: December 22 - 24 • Graduation Ceremony: December 25 and 26 <p>Available Positions Include:</p> <ol style="list-style-type: none"> 1. [Short term] Project Officer 2. [Volunteer] Station Leader 3. [Volunteer] Adult Helper 4. Volunteer (only for the family trip) 5. Technician <p>【Application Method】 Interested applicants please fill in the online application form: https://forms.gle/bJjk6xAshdo1ck6T7</p>	<p>招募「關愛紛紛」活動夥伴</p> <p>我們正為今年十二月舉辦的「關愛紛紛」活動招募夥伴。本活動旨在透過豐富有趣的課程與體驗，讓弱勢小學生度過一個充滿歡笑與溫暖的聖誕假期。</p> <p>【重要日程】</p> <ul style="list-style-type: none"> • 主題活動：12月22日至24日 • 結業典禮：12月25及26日 <p>【招募崗位】</p> <ol style="list-style-type: none"> 1. 短期職位：計劃主任 2. 站點負責人 3. 活動助理 4. 義工（只參與親子旅行） 5. 技術人員 <p>【申請方法】 有興趣申請人士請填寫網上申請表格： https://forms.gle/bJjk6xAshdo1ck6T7</p>
<p>Project Officer [Short Term: 2 to 3 months]</p> <p>Qualification: Minimum High School Diploma, (Preferred) University Degree in related fields (Social Work, Education, Psychology etc)</p> <p>Job duties:</p> <p><u>In General</u></p> <ol style="list-style-type: none"> 1. Project leader of Fun Fun Week (the project) 2. Get acquainted with Primary students and their parents 3. Set up stations for station leaders of Song, Value, Art, Food, Game, and Spotlight Stations. 4. Lead the Graduation Ceremony and Parent+Child Graduation Trip. 	<p>計劃主任 （短期職位：約 2-3 個月）</p> <p>職位要求：</p> <ul style="list-style-type: none"> • 高中證書或以上學歷； • （優先）持有相關領域（如社會工作、教育、心理學等）大學學位。 <p>工作內容：</p> <p><u>常規工作：</u></p> <ol style="list-style-type: none"> 1. 負責“關愛紛紛”專案； 2. 活動期間熟悉小學生及其家長情況； 3. 為巧手屋、品格屋、樂舞屋、美食屋、閃亮屋、遊樂屋等各站佈置活動場地； 4. 主導畢業典禮及親子畢業旅行活動： <ol style="list-style-type: none"> a. 按需為各網站負責人提供支援； b. 協助邀請家長參與活動。

<p>a. Support station leaders as needed. b. Assist to invite parents to join.</p> <p>During Event</p> <ol style="list-style-type: none"> 1. Lead the Fun Fun Week event. 2. Oversee station activities for seamless execution. 3. Oversee Photo & Video team over the filming of the Fun Fun Week. 4. Prepare and set up all the materials needed for each station. 5. Food station: Arrange logistics for delivery of food, and ensure the materials are ready for Station Leaders' use. 6. Arts, Game, Song, Value Station: Prepare and set up all the materials needed for the station. 7. In charge and coordinate registration of the 200 primary students <p>Graduation Day and Trip</p> <ol style="list-style-type: none"> 1. Coordinate in communicating with parents on the graduation ceremony and parent-bonding trip. 2. Coordinate and lead out the graduation ceremony at Kowloon Sam Yuk School by: <ol style="list-style-type: none"> 1. Prepare and set up all slides and videos required. 2. Invite speaker 3. Stage manager 3. Coordinate with Tour Agency in the organization of coach bus, and graduation parent-bonding trip. <ol style="list-style-type: none"> 1. Prepare water, and materials needed for the graduation tour. 2. Check total attendance of primary students and parents. 	<p>活動期間</p> <ol style="list-style-type: none"> 1. 統籌“關愛紛紛”專案活動的整體執行。 2. 監督各站點活動，確保流程順暢無礙。指導攝影與錄影團隊，記錄「趣味週」的精彩時刻。準備並佈置各站點所需物資。 3. 美食屋：安排食材運送流程，並確保物資完備，供站點負責人使用。 4. 巧手屋、品格屋、樂舞屋、閃亮屋、遊樂屋：備齊並佈置各站點所需材料。 5. 負責統籌 200 名小學生的報名登記事宜。 <p>結業典禮及親子旅行</p> <ol style="list-style-type: none"> 1. 負責與家長溝通畢業典禮及親子旅行的相關安排。 2. 籌辦並主持於九龍三育學校舉行的畢業典禮，具體工作包括： <ul style="list-style-type: none"> • 準備並設置所有所需簡報及影片 • 邀請演講嘉賓 • 擔任舞台監督 • 與旅行社協調旅遊巴士及親子畢業旅行的組織工作： • 準備畢業旅行所需的飲用水與物資 • 核對小學生與家長的出席總人數
<p>Station Leader (HK\$50/hr)</p> <p>Requirements: 1 year teaching experience related study field</p> <ul style="list-style-type: none"> ● Song station: singing or music related experience or certificates 	<p>站點負責人 (HK\$50/小時)</p> <p>工作要求</p> <p>具一年與站點主題相關學科領域的教學經驗</p> <ul style="list-style-type: none"> ● 樂舞屋：具歌唱或音樂相關經驗或證書

<ul style="list-style-type: none"> ● Arts station: experience or certificates in hand crafts ● Game station: experience in leading group games ● Spotlight station: experience in taking photos ● Food station: experience in food making, and teaching cookery classes ● Value station: experience in leading group activity <p>Responsibility:</p> <p><u>In General</u></p> <ol style="list-style-type: none"> 1. will be responsible in designing the station contents, running and overseeing the station. 2. The secondary students will be trained by the station leaders for carrying out <p><u>Graduation Day and Trip</u></p> <ol style="list-style-type: none"> 3. Assist primary students rehearsing for performance. 4. support control room, e.g., play Fun Fun week video. 5. Assist in Q&A session with primary students. 6. Support ceremonies with 200 attendees per batch. 7. Take care of the participating families (100 primary students + 100 parents) during outing 	<ul style="list-style-type: none"> ● 巧手屋：具手工藝經驗或證書 ● 遊樂屋：具帶領團體遊戲經驗 ● 閃亮屋：具攝影經驗 ● 美食屋：具食物製作及教授烹飪課程經驗 ● 品格屋：具帶領團體活動經驗 <p>工作內容</p> <p><u>常規</u></p> <ol style="list-style-type: none"> 1. 負責設計站點內容、運營與監管該站點 2. 中學生將由站點負責人培訓以執行相關活動 <p><u>結業典禮及親子旅行</u></p> <ol style="list-style-type: none"> 1. 協助小學生排練表演節目 2. 支援控制室工作，例如播放「趣味週」影片 3. 協助進行與小學生的問答環節 4. 支援每批 200 人參與的典禮儀式在外出活動期間照顧參與家庭（100 名小學生+100 名家長）
<p>Adult Helper (HK\$50/hr)</p> <p>Requirements: Experience with caring for young children</p> <p>Responsibilities:</p> <p><u>In General</u></p> <ol style="list-style-type: none"> 1. Will be arranged for each small group to take care of the primary students, such as bringing them to the toilets, monitoring their behaviours, transiting them to different stations, etc. 2. Take the primary students to different rooms, to attend to their needs, and handle them during breaks. 3. Taking primary students transiting from 1 station to another station 	<p>活動助理 (HK\$50/小時)</p> <p>要求：</p> <ul style="list-style-type: none"> ● 需具備照顧兒童的經驗 <p>工作內容：</p> <p><u>常規工作</u></p> <ol style="list-style-type: none"> 1. 照顧小學生，包括帶領如廁、監督行為、轉場至不同站點等 2. 帶領小學生進出不同場地、滿足其需求及管理休息時間 3. 負責引導小學生在不同站點間轉場 4. 協助照顧行為失當或情緒出現問題的學童

<p>4. Assist taking care of primary students who are misbehaving or having emotional problems.</p> <p>Graduation Day + Family Trip</p> <p>5. Assist primary students in rehearsing for performance and returning to their seats.</p> <p>6. Assist to que up at photo taking booth</p> <p>7. Support ceremonies with 200 attendees per batch</p> <p>8. Take care of the participating families (100 primary students + 100 parents) during outing</p> <p>9. Graduation: organize & rehearse performance, Q&A, set up, acquaint with students & parents.</p> <p>10. Trip: acquaint with large group of over 200 participants.</p>	<p>結業典禮及親子旅行</p> <p>5. 協助小學生進行表演排練並引導返回座位</p> <p>6. 協助在攝影點維持排隊秩序</p> <p>7. 支援每批 200 人參與的典禮儀式</p> <p>8. 在外出活動期間照顧參與家庭（100 名小學生+100 名家長）</p> <p>9. 畢業典禮：組織排練表演、問答環節、場地佈置、與學生及家長建立聯繫</p> <p>10. 出遊活動：熟悉超過 200 人的大型團隊參與者</p>
<p>Volunteer [only for the family trip]</p> <p>Responsibilities</p> <p>1. Assist in welcoming and supporting primary students and their parents/ guardians.</p> <p>2. Support ceremonies with 200 attendees per batch.</p> <p>3. Follow up with the parents/guardians if further support is required, e.g., referral to social workers, others as need.</p>	<p>義工 [只參與親子旅行]</p> <p>工作內容：</p> <p>1. 協助迎接並照顧小學生及其家長/監護人</p> <p>2. 支援每批 200 人參與的典禮儀式</p> <p>3. 若需進一步支援（如轉介社工或其他必要協助），負責與家長/監護人進行後續跟進</p>
<p>Technician</p> <p>Requirements: Technician who have worked in facility management field, and experience with installation and dismantling of decorations, such as backdrop.</p> <p>Responsibilities: Assistants who have experience with set up, installation and dismantling of decorations, such as backdrop.</p>	<p>技術人員</p> <p>職位要求：</p> <ul style="list-style-type: none"> • 需具備設施管理領域工作經驗 • 熟悉裝飾物（如背景板）的安裝與拆卸作業 <p>工作職責：</p> <ul style="list-style-type: none"> • 協助完成裝飾物（如背景板）的佈置、安裝與拆卸工作 • 配合活動需求進行場地設施調整