

Recruitment of UNICEF Club Taskforce



Visited school to attend students' meeting

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Organized education event to promotion child rights

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What is UNICEF Club Taskforce?

With the growing support, there are 37 member schools among the local and international schools ([list of member schools](#)). UNICEF HK is now recruiting volunteer Taskforce members to join a series of trainings. Upon completion of trainings, volunteers will be officially appointed as UC Taskforce members in support of UNICEF HK on coordinating club affairs.

Responsibilities

- Assist UNICEF HK in managing the UNICEF Clubs (mainly local school)
- Provide advice and guidance to UC students in completing their year plan
- Visit schools to facilitate participation and operations of each UC, share experience with students and assist them in problem-solving
- Build a friendly relationship with teachers and students, and to ensure smooth handover of club affairs
- Organize diverse training programmes for UC students to facilitate personal growth and learning of child rights
- Attend taskforce's monthly regular meetings, suggest improvement and share hand-on experiences with UNICEF HK in the advancement of initiative

Requirements

- Full-time tertiary student aged 18 or above
- Good communication and language skills
- Independent and good team work, proactive follow up with secondary school students on club affairs
- Interested in promoting child rights education, organizing trainings and educational programmes
- Able to complete service period of 2 consecutive years, or have know-how knowledge or experience in school clubs operation will be an advantage

Training Schedule

UNICEF HK will provide trainings to equip Taskforce members with relevant skills to coping with all situations. To ensure the service quality, members are required to attend all trainings. Members who are capable of managing UC effectively will be offered a letter proof for their service as an appreciation. This training scheme is free of charge, and transportation allowance can be provided.

Date	Content
7 June, Sunday	Application deadline
12 June, Friday	Announcement for interview details
20 June, Saturday	Interview
24 June, Wednesday	Announcement for successful candidate
29 June, Monday 19:00-22:00	Session 1: Understanding UNICEF <ul style="list-style-type: none"> ● Mission and organization structure ● UNICEF work and 7 outcomes ● Global and local campaigns and projects
2 July, Thursday 19:00-22:00	Session 2: Understanding UNICEF Club <ul style="list-style-type: none"> ● Objectives and background ● Club programme and arrangement ● Timeline, administrative guidelines and useful resources
6 July, Monday 19:00-22:00	Session 3: Understanding child rights <ul style="list-style-type: none"> ● CRC principles and articles ● Child right and children issues
9 July, Thursday 19:00-22:00	Session 4: Focusing on child rights <ul style="list-style-type: none"> ● Child friendly approach ● Evolving capacities of children ● Participation and protection balance, result-oriented vs child-friendly
17 August, Monday 19:00-22:00	Session 5: Child participation in practice <ul style="list-style-type: none"> ● Presentation/group work based on case studies to explore the challenges and opportunities of child participation
22 August, Saturday PM session	Appointment Ceremony
24 August, Monday 19:00-22:00	Session 6: Sharing and outreach skills <ul style="list-style-type: none"> ● Practical experience sharing, scenario studies ● Communication and outreach skills
27 August, Thursday 19:00-22:00	Session 7: Ground work arrangement <ul style="list-style-type: none"> ● Division of labour ● Reporting and monitoring mechanism
September to following August	Stark working with schools and students (please refer to above service contents and click here to view the club timetable)

Please [apply online](#) on or before 7 June if you are interested in this volunteer scheme. UNICEF HK will invite shortlisted candidates for interview on 12 June via email. If you do not hear from us by 15 June, the application shall be considered unsuccessful. For enquiries, please contact our Education Officer, Mr Keith Ho at 2338 5151 or email at keith.ho@unicef.org.hk.

Website: <http://www.unicef.org.hk/unicefclub/taskforce>

Apply online: <http://goo.gl/forms/MhWZDF3He8>



UNICEF Club 專責小組 - 成員招募



到訪各校出席學生會議 © UNICEF HK/2014



籌辦兒童權利教育活動 © UNICEF HK/2015

UNICEF Club 專責小組是甚麼？

得到學界的支持，UC 現時已擴展至 37 間本地中學及國際學校 ([會員學校名單](#))。UNICEF HK 現在招募 UC 專責小組的義工成員接受培訓，參加者於完成訓練後正式獲委任為專責小組成員，協助 UNICEF HK 到訪不同中學為 UC 學生提供服務。

服務內容

- 協助 UNICEF HK 支援 UC 校園計劃 (以本地中學為主)
- 提供意見及指引協助 UC 學生完成年度計劃，實踐世界公民的理念
- 到訪學校跟進學生參與、活動運作、交流意見、協助學生解決難題等
- 與老師及學生建立友好關係，協助 UC 學校順利完成會務交接
- 舉辦多元化訓練活動，促進個人成長及兒童權利的學習
- 出席每月專責小組常規會議，為 UNICEF HK 提供實幹意見，以優化 UC 校園計劃

成員要求

- 18 歲或以上，大專院校的全日制學生
- 善於溝通、中英文表達及信寫能力良好
- 能獨立工作及與人合作，需主動與中學生跟進會務
- 有意推動兒童權利教育、安排訓練及教育活動
- 完成訓練後能連續 2 年服務期或熟悉中學校內學會運作，將獲優先考慮

訓練時間表

UNICEF HK 將為專責小組成員提供培訓，以充分裝備他們應付任何情況。為確保專責小組的質素，成員有責任出席所有活動。完成整個學年及表現良好者將獲發義工證明，以示嘉許。此義工計劃費用全免，並會提供交通津貼。

日期	內容
6 月 7 日 (日)	截止申請
6 月 12 日 (五)	公佈面試名單及安排
6 月 20 日 (六)	面試日
6 月 24 日 (三)	公佈面試結果

6月29日(一) 19:00-22:00	第一節訓練：認識 UNICEF ● 成立理念及全球架構 ● 工作範疇及成果 ● 全球及本地籌款、倡議及教育項目
7月2日(四) 19:00-22:00	第二節訓練：認識 UNICEF Club 校園計劃 ● 推行理念、背景 ● 校園活動詳情及安排 ● 計劃行程、程序、指引及有用資源
7月6日(一) 19:00-22:00	第三節訓練：認識兒童權利 ● 聯合國《兒童權利公約》條文及釋義 ● 兒權四權、與兒童權利相關的事務
7月9日(四) 19:00-22:00	第四節訓練：聚焦兒童權利議題 ● 兒童友好方法、保護兒童政策 ● 充分發展兒童能力 ● 平衡兒童權利、協調兒童友好與目的為本
8月17日(一) 19:00-22:00	第五節訓練：實踐兒童權利 ● 探討及匯報有關兒童參與權的機遇與挑戰
8月22日(六) 下午	委任典禮
8月24日(一) 19:00-22:00	第六節訓練：經驗分享及指導技巧 ● 實際經驗交流、個案討論 ● 基本溝通、外展技巧
8月27日(四) 19:00-22:00	第七節訓練：分工安排 ● 分配實務工作 ● 設立機制以報告及跟進會務
9月至翌年8月	開始實務工作(參考上述服務內容及 按此 了解 UC 活動時間表)

若您對此義工計劃感到興趣，請於6月7日或之前[按此](#)網上報名。UNICEF HK 將於6月12日以電郵邀請合適申請者於6月20日進行面試。如於6月15日或之前未有收到電郵通知，則作落選論。如有查詢，歡迎致電 2338 5151 或電郵至 keith.ho@unicef.org.hk 與教育主任何保池先生 (Keith) 聯絡。

網址：<http://www.unicef.org.hk/tc/unicefclub/taskforce>

報名：<http://goo.gl/forms/MhWZDF3He8>

