

HONG KONG ACADEMY OF MEDICINE

Hong Kong Jockey Club

Innovative Learning Centre for Medicine (HKJC ILCM)

Hong Kong Academy of Medicine is a statutory body established to train and accredit specialist doctors and dentists in Hong Kong. The Academy has set up the Hong Kong Jockey Club Innovative Learning Centre for Medicine (HKJC ILCM) to provide simulation-based / healthcare education and training to healthcare professionals. The HKJC ILCM of the HKAM now recruits the following staff.

Manager (Research & Development), HKJC ILCM

Main responsibilities:

- To conduct research and/or literature review, identify opportunities and devise plans for researches and knowledge generation related to education and training for healthcare professionals
- To liaise and coordinate with academics and/or service providers on research implementation, as well as the subsequent incorporation of the analysis and recommendation into HKJC ILCM's programmes
- To conduct needs assessment, formulate training plans, and implement/coordinate education and training programmes and/or activities for healthcare professionals
- To support the operations and administration of the HKJC ILCM
- To coordinate with course organizers for planning and organization of certain courses in the HKJC ILCM
- To provide secretarial supports to sub-committees and working groups
- To perform any other duties as the Academy determine to be relevant to the post

Requirements:

- University degree holder or above in social sciences / education / training or healthcare field or a related discipline; with a minimum of four years' post-qualification experience
- Track record of conducting and/or coordinating training and research projects, as well as analyzing data and trends
- Experience in drafting and/or editing materials on research, training and education
- Background or knowledge in healthcare sector and/or statistical work would be an advantage but not a must
- Understanding in simulation technologies / medical simulation is desirable
- Attention to details; ability to articulate abstract ideas into practical recommendations
- Proficient in written & oral English and Chinese
- Proficient in computer software such as Microsoft Word, Excel, PowerPoint and Outlook
- Willing to work on evenings / Saturdays / Sundays / public holidays when required

(Please mark "Manager (Research & Development), HKJC ILCM" on the envelope)

To apply for the post, please send a detailed resume, current / expected salary, and contact email / telephone number to the following address or by email to hr@hkam.org.hk. Review of applications will commence after **19 September 2022**.

Chief Executive Officer
Hong Kong Academy of Medicine
99 Wong Chuk Hang Road
Aberdeen, Hong Kong

Information provided by applicants will only be used for recruitment related purposes and will be handled in confidence by authorized personnel. All personal data of unsuccessful candidates will be destroyed after six months from the date of application.