

## Recruitment Advertisement 職位空缺 (28.05.2024)

中國香港賽艇協會現正招聘以下職位空缺(全職)。

The Hong Kong, China Rowing Association is seeking to fill the following posts (full-time):-

**職位 : 發展主任**

**Post: Development Executive**

### 入職要求 Job Requirements

1. 具一級或以上認可賽艇教練資格及擁有豐富的教授賽艇經驗。(具教授香港精英運動員或參與香港體育學院賽艇訓練計劃的經驗亦獲考慮);  
A Level One Coach (or above) and with extensive rowing coaching experience. (Experience gained as an elite-level athlete in the Hong Kong Team or HKSI Programme may also be taken into account);
2. 不少於四年參與賽艇運動的經驗;  
More than four years of experience in the sport of rowing;
3. 願意參與賽艇的教練團隊的工作;  
Willing to work as part of the HKCRA's Coaching Team;
4. 擁有教授青少年或青少年賽艇隊的經驗將獲優先考慮;  
Proven experience coaching Junior or Youth crews would be a significant advantage;
5. 擁有其他與運動或體適能相關的資格亦獲考慮; 及  
Additional qualifications in sport or fitness-related areas may also be taken into consideration; and
6. 有本地的教授賽艇經驗者將獲優先考慮。  
Local coaching experience in rowing is preferable.

### 主要工作範圍 Major Responsibilities

1. 教授賽艇青少年賽艇發展計劃的參加者;  
Coaching participants in HKCRA Youth Programmes;
2. 招募、組織和安排教練作推廣、比賽、訓練和其他與青少年賽艇發展計劃的相關活動;  
Recruiting, organizing and scheduling coaches for promotions, competitions, training and other related Youth Rowing activities;
3. 與學校教師、家長和學生聯繫, 以推廣青少年賽艇發展計劃及執行學校探訪、體育示範、中心參觀等活動;  
Liaison with school teachers, parents and students to promote the Youth Rowing and to implement school visits, sports demonstrations, centre visits, etc.;
4. 協助招募發展梯隊及香港體育學院的精英運動員;  
To assist in, and actively promote, the recruitment of athletes for the Development Squad and HKSI High-Performance Programmes;
5. 監察器材的使用及協助基本調艇和維修工作;  
Monitoring the use of equipment and assisting in basic rigging and maintenance work;
6. 確保計劃的財政預算正確運用及匯報相關支出紀錄;  
Ensuring that programme budgets are correctly followed and expenditure is properly reported;
7. 在技術總監指示下執行技術指引和政策; 及  
Implementing technical instructions and policies as indicated by the Technical Director or other senior coaches; and
8. 依照賽艇的行政政策和指示下工作。  
Following the administrative policies and directions of the HKCRA.

### **薪酬 Salary**

HK\$18,000~\$22,000 (視乎相關經驗而定) 包強積金及醫療保險。

Monthly Remuneration: HK\$20K~\$22K depending upon experience. MPF and medical included.

### **申請辦法 Application**

有興趣的申請者請於 2024 年 6 月 11 日或之前將申請書、個人履歷、要求待遇及到職日期電郵到 [hkcra@rowing.org.hk](mailto:hkcra@rowing.org.hk)。(請在電郵抬頭註明: 申請發展主任)。

Interested party please apply in confidence with cover letter, full resume, stating expected salary, and available date on or before 11 June 2024 by e-mail to: [hkcra@rowing.org.hk](mailto:hkcra@rowing.org.hk) (*Please specify application for the post of Development Executive on the e-mail header*)

所有遞交的資料將會保密及只會用作職位申請的用途。資料將於招聘程序完結 3 個月後銷毀。

*All applications will be treated in the strictest confidence. Data collected will be used for recruitment and other employment-related purposes only.*

*All data will be destroyed 3 months after the completion of selection.*