

Job Description

Position: Lead Counsellor (Qualified Psychologist)

Leading NGO in Hong Kong

Lead Counsellor (Full-Time)

Reporting to the Project Director, the Lead Counsellor will be leading a team of up to 10 counsellors, overseeing the counselling service of the Ethnic Minority Well-being Centre, an initiative of Health Bureau of the HKSAR Government.

The selected candidate will benefit from working in the collaborative and professional environment of a fast-growing Hong Kong NGO, engaging with a group of global mental health advisors as well as contributing to the betterment of Hong Kong community's ethnic minority population. The selected candidate would be required to work from The Ethnic Minority Well-being Centre which is located in Austin MTR, Hong Kong.

Key Responsibilities

Oversee the Ethnic Minority Well-Being Centre's cases, protocols, supervision, administration and capacity building, including but not limited to the following:

- Oversee all cases accepted by the Ethnic Minority Well-being Centre and ensure the counselling team are conducting counselling treatments according to the standard practices and protocols of the Centre. As necessary, be responsible for
 - Seeking advice from EMWBC Advisory Committee; and
 - Alerting senior management
- Work with Project Manager to manage screening and intake of all cases, and assign cases to appropriate counsellors
- Work with Counsellors to manage risk assessments and the case follow-up process with clients, and filing of these notes.
- Work closely with Senior Management on managing protocols around potential clients and clients with suicidal risks
- Provide supervision to the counsellor team, including:
 - Conducting weekly meeting to review cases and provide advice to team members
 - Conduct monthly meetings with the team for experience sharing
 - Identify, plan and organise other training opportunities for counsellors
- Provide direct counselling to clients
- Review and enhance service protocols as necessary
- Provide necessary information of counselling cases for reporting purpose to stakeholders and funder
- Develop content and deliver talks, including capacity building training, for social workers, mental health professionals, teachers, NGO staff and other stakeholders
- Lead Counsellor will also be expected to be under supervision by an external experienced counsellor and should meet the supervisor once every month

The individual MUST:

- Be a registered clinical psychologist recognized by one of the following organisations:
 - Hong Kong – Hong Kong Institute of Clinical Psychologists; Hong Kong Psychological Society
 - Australia - Australia Psychology Accreditation Council
 - Canada - Canadian Psychological Association

- UK - Health and Care Professional Council
- USA - American Psychological Association
- Be a master degree holder in counselling/clinical psychology or relevant subject discipline;
- Native in English (speaking and writing) and near native (speaking fluently) in at least one of the following languages, Hindi or Urdu, with additional languages such as Pashto, Punjabi or Nepali an advantage.
- At least 10 years of experience in direct psychotherapy/ counselling service delivery and at least 3 years of experience in providing Cognitive Behavioral Therapy
- Direct supervision experience for at least 3 years
- Experience in managing staff
- Experience of working with target clientele (ethnically Indian, Pakistani, Nepali and Filipino clients) with preference to individual with Hong Kong experience
- Be proficient in Microsoft Office, in particular; Microsoft Word, Excel, and Power Point
- Be self-motivated with good interpersonal skills and strong organisational skills
- Be able to work independently, manage multiple priorities under pressure, trouble-shoot and to meet short-term and long-term deadlines

Interested applicants to send a cover letter and email at info@zubinfoundation.org. Deadline date: Monday 22 April.

Only successful candidates will be contacted. The Zubin Foundation is an equal opportunity employer.

What is The Zubin Foundation

The Zubin Mahtani Gidumal Foundation (also known as The Zubin Foundation) is a think tank and registered charity committed to improving the lives of Hong Kong ethnic minorities by alleviating poverty and enhancing social inclusion. For more information, see www.zubinfoundation.org

What is Ethnic Minority Well-being Centre

The Ethnic Minority Well-being Centre is an initiative of the Hong Kong SAR Government commenced in December 2023 and operated by The Zubin Foundation. The Centre provides counselling and mental health support services to the ethnic minority community of Hong Kong. This initiative was presented in the 2022 Policy Address.

The Zubin Foundation has been providing counselling and mental health support services to the ethnic minority community since 2019. The impact of its services has been validated by the Department of Psychiatry of The University of Hong Kong and published in the British Medical Journal Mental Health series.

For more information, please go to: <https://emwbc.zubinfoundation.org>.