



## Asian Academy of Family Therapy

www.acafamilytherapy.org  
SI-CES

*The Asian Academy of Family Therapy (AAFT) is a non-profit organisation of leading family therapy educators, clinicians, policy makers, researchers, and social scientists committed to enhancing systemic thinking and practice of family therapy.*

**Location:** Central, Hong Kong

**Topic/Post:** Administration and research support

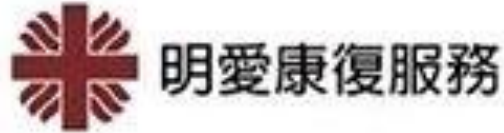
**Internship Description:**

- To assist in research data analysis of clinical cases
- To assist in office administration
- To assist in course promotion and marketing

**Special Requirements:**

- Proficiency in written Chinese and fluency in Cantonese and Putonghua
- Good computer skills on MS Office (Word, Excel and PowerPoint)
- Good computer skills on Photoshop / Adobe Illustrator / InDesign / Premier Pro
- Strong interpersonal and communication skills
- Knowledge in research methods (e.g. SPSS)
- Students are required to take up duties in the evening or Saturday afternoon occasionally

**No. of Placements:** 2



## Caritas Rehabilitation Service

rs.caritas.org.hk  
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*Caritas Rehabilitation Service developed a full range of service types that cater to children and adolescents with special educational needs. The Service is also dedicated to promoting social integration in the community.*

**Location:** Kennedy Town, Hong Kong

**Topic/Post:** Educational Psychologist Assistant

### **Internship Description:**

- To assist with literature review for developing quality evidence-based group training materials and protocols
- To assist in preparing and modifying training packages and materials
- To assist in conducting educational psychology-related research in a research team
- To assist in implementing group training led by professionals for students with SEN (subject to circumstances and availability)
- To carry out any other work as instructed by the Educational Psychologists

### **Special Requirements:**

- Proficiency in written Chinese and fluency in Cantonese
- Good computer skills on MS Office (Word, Excel and PowerPoint)
- Strong interpersonal and communication skills
- Knowledge in research methods (e.g. SPSS)
- Psychology major and knowledge in statistics is a must

**No. of Placements:** 2



## Education for Good

education-for-good.com  
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*Education for Good (EFG) helps organisations innovate with social values. EFG is a social innovation consultancy. We partner with companies and organisations to help nurture and scale social innovations.*

**Location:** Lai Chi Kok, Hong Kong

**Topic/Post:** Development Officer

### **Internship Description:**

- To assist in coordination for potential projects related to Innovation, Design thinking and entrepreneurship
- To assist in conducting research global and local impactful case studies in areas of social innovation / social enterprises / business model
- To assist in marketing initiatives via different channels including curating marketing content
- To assist in administrative work in terms of workshop logistics, knowledge database consolidation and Customer Relations Management
- To write at least a case study article published on a local newspaper weekly column

### **Special Requirements:**

- Although proficiency in written Chinese is preferred, non-Chinese speaking students are also welcomed
- Good computer skills on MS Office (Word, Excel and PowerPoint)
- Strong interpersonal and communication skills

**No. of Placements:** 2



## Hong Kong Eating Disorders Association

www.heda-hk.org  
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*Hong Kong Eating Disorders Association (also known as "HEDA") is a charitable organisation set up by a group of parents, patients and their family members, and concerned individuals in October of 1999. In 2000, HEDA was incorporated as a limited company and registered in Hong Kong as a tax exempted charity (IR File No. 91/6030). We have a professional advisory team of psychiatrists, family doctors, psychologists, social workers and dietitians.*

**Location:** Tsuen Wan, Hong Kong

**Topic/Post:** Social Media Promotion Project

### **Internship Description:**

- To assist in short video production project for promoting positive body image and raising public awareness to eating disorders
- To facilitate Facebook and Instagram promotion in university for the association
- To provide administrative and logistic supports

### **Special Requirements:**

- Proficiency in written Chinese and fluency in Cantonese
- Good computer skills on MS Office (Word, Excel and PowerPoint)
- Good computer skills on Photoshop / Adobe Illustrator / InDesign / Premier Pro
- Strong interpersonal and communication skills
- Knowledge in multimedia software, video editing and social media platforms
- Prior experiences in social media management or video production is preferred

**No. of Placements:** 2



www.inneredge.com.hk  
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*Inner Edge is a sport and performance psychology consulting company. We specialize in shaping performers on their mental game needs and assist coaches and pare in their roles to aid performance development.*

**Location:** Tsim Sha Tsui, Kowloon

**Topic/Post:** Sport and Performance Psychology Intern

**Internship Description:**

- To provide support in the company's promotion work, including frequent administration and updates on our social media channels, and be in charge of the company newsletter
- To assist the Director in her on-field work with sport teams
- To conduct research on recent news within the sport community and other relevant information in sport, performance and exercise psychology
- To take an active role in helping the Company promote sport, performance and exercise psychology within the local community

**Special Requirements:**

- Proficiency in written Chinese and fluency in Cantonese
- Good computer skills on MS Office (Word, Excel and PowerPoint)
- Good computer skills on Photoshop / Adobe Illustrator / InDesign / Premier Pro
- Strong interpersonal and communication skills
- Knowledge in multimedia software, video editing and social media platforms

**No. of Placements:** 1



## **JEMS Character Academy**

jems.com.hk  
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*JEMS Character Academy is an English-speaking, after school learning community focusing on Character Education for children up to aged 12. With the belief that great leaders who contribute to society not only have to be intelligent but also have to have strong character and values, the curriculum at JEMS focuses on building character as a foundation for raising leaders.*

**Location:** Wan Chai, Hong Kong

**Topic/Post:** Teaching Assistant: Social Change Through Character Building

### **Internship Description:**

- To assist teachers with Character Education classes, which may include class preparation, leading class activities or facilitating class engagement
- To closely observe students in class and complete observation notes on student behaviour during in-class activities
- To help teachers in preparing for classes, which may include gathering class materials, crafts, and organising games to facilitate class activities
- To interact with and oversee students during out-of-class times

### **Special Requirements:**

- Non-Chinese speaking students are welcomed
- Good computer skills on MS Office (Word, Excel and PowerPoint)
- Strong interpersonal and communication skills
- Knowledge in multimedia software, video editing and social media platforms

**No. of Placements:** 3



## Joyful (Mental Health) Foundation

www.jmhf.org  
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*Joyful (Mental Health) Foundation is a registered non-profit-making charitable organisation established by Ms. Victoria Lam, who once suffered from depression and emotional disorders in 2004, together with a group of enthusiastic volunteers. The Foundation engages in promoting greater knowledge of mood disorders; reducing misunderstanding and discrimination; and providing counseling resources and assistance to patients and their families.*

**Location:** San Po Kong, Kowloon

**Topic/Post:** Education and Services Team

### **Internship Description:**

- To take part in the preparation and execution of education and service projects
- To carry out background research for programme planning
- To conduct administrative duties related to all aspects of project implementation
- To provide support for other teams as requested by the supervisor
- To work effectively as a team member with minimal supervision

### **Special Requirements:**

- Proficiency in written Chinese and fluency in Cantonese
- Good computer skills on MS Office (Word, Excel and PowerPoint)
- Good computer skills on Photoshop / Adobe Illustrator / InDesign / Premier Pro
- Strong interpersonal and communication skills
- Knowledge in multimedia software, video editing and social media platforms
- Knowledge in research methods (e.g. SPSS)
- Willing to learn and engage in ad-hoc challenges

**No. of Placements:** 1



## **La Violet Charity Foundation Ltd.**

www.laviolet.com.hk  
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*La Violet Charity Foundation (LVF) is a registered charity that organises youth empowerment programmes for schools, corporates, NGOs and public authorities. Programmes include CLP Engineer in school, SuperHero Dream Plan, Jockey Club Community Angel Scheme and Oxfam poverty programme.*

**Location:** Cheung Sha Wan, Hong Kong

**Topic/Post:** Programme Assistant

### **Internship Description:**

- To contribute ideas in projects such as creative thinking, career and life planning project, and other educational programmes
- To assist in project progress and execution
- To explore collaboration opportunities from external parties (e.g. corporates, NGOs, universities and secondary schools, etc.)

### **Special Requirements:**

- Proficiency in written Chinese and fluency in Cantonese
- Good computer skills on MS Office (Word, Excel and PowerPoint)
- Strong interpersonal and communication skills
- We are looking for responsible and sociable interns. Creative mind and passion in education / social enterprise are preferred. No experience required

**No. of Placements:** 1





## Race for Education Accessibilities for Every Child

[www.reach.org.hk](http://www.reach.org.hk)

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*Race for Education Accessibilities for Every Child ("REACH") is a registered education charity whose mission is to create a reading movement amongst primary schools in Hong Kong. By spreading a reading culture across the city, we aim to transform the lives of marginalised students through a love for reading.*

**Location:** Central, Hong Kong

**Topic/Post:** Reading Movement among Primary Schools in Hong Kong

### **Internship Description:**

- To assist in analysing data and feedback received from primary school students regarding their reading motivation and habits
- To assist in exploring innovative and effective solutions to help improve students' reading motivation and reading abilities
- To assist in designing and implementing the REACH Reading Programme for 2018-2019 based on research and statistics collected
- To assist in running the REACH Reading Programme in Hong Kong primary schools

### **Special Requirements:**

- Non-Chinese speaking students are welcomed
- Good computer skills on MS Office (Word, Excel and PowerPoint)

**No. of Placements:** 5



## SPCA

www.sPCA.org.hk  
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*SPCA was first formed by a group of volunteers in 1903 and became active in 1921. We believe that animals are living creatures which like humans, are able to feel pain, hunger and thirst. We should not inflict any suffering upon our fellow creatures just because they can't speak.*

**Location:** Wan Chai, Hong Kong

**Topic/Post:** Volunteer Project Coordinator – Education

**Internship Description:**

- To assist in our education talks and tour
- To assist in outdoor educational programmes and activities
- To assist in administrative task and data entry
- To assist in other educational projects

**Special Requirements:**

- Proficiency in written Chinese and fluency in Cantonese
- Good computer skills on MS Office (Word, Excel and PowerPoint)
- Strong interpersonal and communication skills
- Fluency in spoken Chinese and English

**No. of Placements:** 1



## The Sprouts Foundation Limited

www.sproutsfoundation.org  
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*We aim to break the cycle of inter-generational poverty in Hong Kong by giving under-privileged students' free access to more effective English-language and IT training, along with wider career opportunity and personal exposure.*

**Location:** Tai Wai, Hong Kong

**Topic/Post:** Sprouts Foundation Internship 2020/21

### **Internship Description:**

- To assist the Native English Teacher in the classroom
- To assist in outing activities arrangement
- To assist in lesson preparation
- To plan and conduct lessons with supervision
- To help with the administration work

### **Special Requirements:**

- Non-Chinese speaking students are welcomed
- Good computer skills on MS Office (Word, Excel and PowerPoint)
- Strong interpersonal and communication skills
- Knowledge in multimedia software, video editing and social media platforms
- Fluent in spoken and written English and enjoy being with young children

**No. of Placements:** 2



何玉清教育心理服務中心  
Ho Yuk Ching  
Educational Psychology  
Service Centre

## TWGHs Ho Yuk Ching Educational Psychology Service Centre

[www.tungwahepsc.org/tc](http://www.tungwahepsc.org/tc)  
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*TWGHs Ho Yuk Ching Educational Psychology Service Centre is a service centre offers psychological assessment and counselling services. The centre aims to facilitate children and adolescents with special educational needs.*

**Location:** Sheung Wan, Hong Kong

**Topic/Post:** Psychology Internship

**Internship Description:**

- To assist in planning and organisation of group activities, and school-based educational psychology services
- To handle inquiries from clients
- To work with social worker at the centre

**Special Requirements:**

- Proficiency in written Chinese and fluency in Cantonese
- Good computer skills on MS Office (Word, Excel and PowerPoint)
- Strong interpersonal and communication skills

**No. of Placements:** 1