Senior Research Assistant/Research Assistant I/II in the Faculty of Law (Ref.: 201800553) (to commence on May 14, 2018 or as soon as possible thereafter for 18 months)

The Women’s Studies Research Centre (WSRC) (https://womensstudiesresearchcentre.wordpress.com/) established in 1994, brings researchers, policy makers, leaders from different sectors and from within the broader community together around issues of gender, sexuality and diversity across disciplines, cultures, and contexts. WSRC is committed to promoting research and dialogue in areas crucial to the development of women’s, gender, sexuality, and diversity studies. We organize seminars, conferences and symposia and are a hub for research activity, capacity-building, collaboration, and multilevel stakeholder engagement in efforts to achieve equity and expand opportunities for all. WSRC emphasizes the importance of translating academic research into a call to action to impact societal change.

Applicants should possess a Master's degree in any Humanities discipline, preferably in gender or gender-related studies. They should also have an excellent command of both written and spoken English and Chinese, and strong computer skills. The appointee will support the expansion of the work of the WSRC in relation to gender and diversity and help coordinate activities involving research, curriculum development for capacity-building and knowledge exchange activities through engagement with students, faculty, and the broader community at HKU and beyond. They will be expected to work closely with the WSRC Convenor, board and other members, as well as academic and research staff in the field of gender and diversity studies across the university. He/She will be responsible to assist in research-related activities including collecting, filing, translating, transcribing and analyzing research materials; writing up research findings; organising workshops and seminars; preparation of manuscripts for publication; and performing various administrative duties and other tasks as assigned to accompany the aforementioned activities, including maintaining WSRC’s website and social media platforms; assisting with grant applications.

A highly competitive salary commensurate with qualifications and experience will be offered, in addition to annual leave and medical benefits.

Applicants should send a letter format explaining how the applicant meets the above requirements, together with an up-to-date C.V., and references from two referees who have had recent experience of the applicant’s work together with detailed transcripts should be sent to Ms. Winnie Law at winniewm@hku.hk. Application forms (345/1111) can be downloaded at http://www.hr.hku.hk/apptunit/jr-form.doc. Further particulars can be obtained at http://jobs.hku.hk/. Review of applications will start immediately until May 03, 2018.

The University places great emphasis on developing staff potential, and has in place a variety of development opportunities and assistance for staff at different stages of their career.

The University thanks applicants for their interest, but advises that only candidates shortlisted for interviews will be notified of the application result.

*The University is an equal opportunities employer and is committed to equality, ethics, inclusivity, diversity and transparency*