



DIALOGUE
EXPERIENCE

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黑暗中對話（香港）基金會有限公司
Dialogue In The Dark (HK) Foundation Limited
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Dialogue In The Dark (HK) Foundation Limited

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Dialogue In The Dark (HK) Foundation Limited (DIDF) is a dynamic organization dedicated to promoting empathy, overcoming prejudice, and creating an inclusive society. Since 2010, we have empowered a diverse group of People of Differences* (PoDs) to deliver inspiring experiential learning programs to over 600,000 participants from corporate, educational, and public sectors. Our mission is not only to provide employment opportunities for talented PoDs but also to foster inclusive workplaces and drive a paradigm shift among employers. We are proud of the significant increase in job opportunities for PoDs and the enhanced acceptance and recognition of their capabilities and contributions to society. As we continue to evolve and diversify, we aim to create sustainable business and social impact for an inclusive workplace and society.

*'People of Differences' means People with disabilities such as the blind, the deaf etc. All of them have different abilities or talent, we build a platform for them to showcase their abilities or talent.

More details: <http://www.dialogue-experience.hk>

Programme Officer / Senior Programme Officer (2-year Contract)

Join us at Dialogue In The Dark (HK) Foundation Limited (DIDF) and be part of our mission to create an inclusive society! We are seeking enthusiastic individuals to join our team and make a meaningful impact.

The Senior Programme Officer will be responsible for planning, implementing, and managing People of Differences (PoDs) Empowerment Programmes with a flexible focus on:

1. **Elderly Services** – supporting elderly participants through inclusive, dignity-based services and community engagement; and/or
2. **Career Development Support** – enhancing the employability, job readiness, and career sustainability of PoDs through supported employment and capacity-building initiatives.

The Senior Programme Officer will work closely with PoDs, community partners, service providers, employers, and funders to ensure high-quality programme delivery, measurable outcomes, and meaningful social impact.

Responsibilities

- Lead the execution of PoDs Empowerment Programmes, ensuring activities aligned with approved proposals, funding requirements, and service objectives.
- Plan, coordinate, and deliver programme components with flexible emphasis on elderly services, career development support, or an integrated approach.
- Ensure programmes are delivered on schedule, within scope, and in accordance with quality and inclusion standards.
- Monitor and evaluate programme progress by preparing reports and providing regular updates to stakeholders.

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- Maintain and nurture relationships with local and regional funding bodies to secure ongoing programme support.
- Assist the Head of Programme Development with strategic initiatives and key projects.
- Collaborate with staff and volunteers to support DIFD's fundraising events and other organizational initiatives.
- Foster an inclusive and empowering environment for PoDs to achieve social and economic impact.

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Requirements

- ✓ Bachelor's degree in social work, public administration, business, or equivalent.
- ✓ Strong project coordination, organization, and time-management skills.
- ✓ 2 – 5 years of work experience, preferably in project management, elderly services, supported employment, or community development.
- ✓ Excellent communication and interpersonal skills with experience working with diverse communities.
- ✓ Ability to work collaboratively in a team-oriented environment.
- ✓ Knowledge of programme monitoring, implementation, reporting and evaluation.
- ✓ Passion for social inclusion, empowerment of PoDs and community impact.
- ✓ Candidates with extensive relevant experience will be considered for the Senior Programme Officer role

Benefits

- Competitive salary and benefits package.
- Opportunity to work for a mission-driven organization that makes a difference.
- Positive and collaborative work environment.
- 5-day work
- 12-day leave annually
- Group medical
- Public holiday
- Special leaves
- Professional development opportunities.

To apply for this opportunity, please send your resume and a cover letter and salary expectations to recruit@dialogue-experience.org.hk