

Research Assistant I (Ref: 2500085)
Department of Early Childhood Education

Project Title: The Mathematical Cognition and Learning Society Conference 2025
[Appointment Period: 8 months]

The appointee will assist in a conference organization project focusing on mathematical cognition, learning, and education. The appointee will be responsible for providing support to the project team led by the organizing committee chair, Dr. Jenny Yun-Chen Chan. They will assist in and receive training and supervision on (a) planning, organizing, and coordinating events, (b) reviewing conference abstracts, (c) communicating with conference attendees and vendors, and (d) performing any other duties as assigned. The appointment will be for a period of 8 months. The start date is negotiable, ideally March 3, 2025, or as soon as thereafter.

Applicants should have a bachelor's degree or above in any disciplines related to child development, psychology, and education, with some research experience. They are expected to possess good work ethics, good communication and interpersonal skills, the ability to work independently with initiative and under pressure, a strong sense of responsibility, and proficiency in spoken and written English and Chinese. International conferencing and publishing experience are desirable. Proficiency in Cantonese is an advantage but not required.

Before applying, please reach out with a CV to Dr. Jenny Yun-Chen Chan at chanjyc@eduhk.hk.

Salary will be commensurate with qualifications and experience.

Initial appointment will be made on a fixed-term contract. Fringe benefits include contract-end gratuity, leave, medical and dental benefits.

The University only accepts and considers applications submitted online for this post. Applicants should complete the [online application form](#) and upload a full CV on or before **4 February 2025**. Applications which are incomplete or without the required documents may not be considered. Personal data provided by applicants will be used for recruitment and other employment-related purposes. For details of the Personal Information Collection Statement, please refer to <http://www.eduhk.hk/jobsopp/index.php?glang=en>.

All applications will be treated in strict confidence. Only those who are shortlisted will be contacted. The University reserves the right not to fill the position(s) advertised.

Further information about the University is available at <http://www.eduhk.hk>.

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