

Shum Hei Yan

Department of Social Work and Social Administration, The University of Hong Kong

E-mail: hyshum5@hku.hk

EDUCATION

- 2013 – 2017 **The University of Hong Kong**
Ph.D. in Social Work and Social Administration
- 2010 – 2013 **City University of Hong Kong**
Juris Doctor
- 2004 – 2007 **The University of Hong Kong (HKU)**
Bachelor of Social Work and social Administration

WORK EXPERIENCES

- Sep 10 – Aug 13 **R.D.N. Victory Ministries Foundation**
Social Worker
- Counselling service, Consultation and Program
- Aug 07 – Aug 10 **Hong Kong Family Welfare Society**
School Social Worker, July 08- Aug, 10
- School Social Work service: Counselling service, Consultation and Program
 - Working Group of Peer Mediation Scheme, newsletter for youth service, and Healthy Internet Connection Project funded by Office of the Government Chief Information Officer (OGCIO)
- Project Worker (PATHS and Subsidiary Service, Aug 07- July 08)*
- Planning and Implementing project PATHS in various schools and Society subsidiary service: Communication skills training, Sex Education, Study Group, and Parents Talk
 - Cooperating with Television and Entertainment Licensing Authority (TELA):
Writer of the script of VCD and parent booklet for TELA project
 - Family Education Program
 - Writing and preparing newsletter for youth service

INTERNSHIP EXPERIENCES

- Jul 12 – Aug 12 **K. M. Lai & Li, Solicitors & Notaries**
- Drafted legal documents and correspondence
 - Translated, transcribed and edited legal documents and standard forms
 - Did legal research
 - Made preparation and accompanied solicitors of the firm to hold meeting with counsels and attend court hearings on both civil and criminal cases
- Oct 06 – Mar 07 **Placement Social Worker at Against Child Abuse Ltd.**
- Conducted family case work
 - Conducted investigations and handled suspected child abuse case
 - Handled hotline and enquiries and organized an education developmental workshop
- Jun 06 – Aug 06 **Placement Social Worker at Ma Tau Wai Girls' Home**
- Provided regular counselling and writing remand report for court
 - Organized developmental group and program and assisted in daily operation of the Home
- Oct 05 – Apr 06 **Placement Social Worker at Aberdeen Kai-fong Welfare Association**
- Provided career counselling
 - Conducted job-hunting skills training interviews and a developmental workshop for

unemployed

Award

2013 **Studentship**
The University of Hong Kong

Publication

H .H. Ng and H.Y. Shum (2008), *Healthy Use of the Internet: Parent Education Booklet* (健康使用互聯網: 家長教育小冊子), Hong Kong Family Welfare Society
