

HONG KONG ACADEMY OF MEDICINE
Institute for Medical Advancement and Clinical Excellence

The Institute for Medical Advancement and Clinical Excellence (IMACE) is a newly established professional platform in Hong Kong, dedicated to developing evidence-based clinical protocols and exploring service quality and efficiency standards across both public and private healthcare sectors. Its mission is to enhance healthcare standards in Hong Kong. The Hong Kong Academy of Medicine (HKAM) is responsible for establishing a Secretariat to support the operations of IMACE. The following staff is now being recruited to join the IMACE Secretariat.

Deputy Manager / Manager (Clinical Guidelines)

Major Responsibilities:

- Assist in the prioritization, formulation and dissemination of evidence-based clinical guidelines/protocols, service quality and efficiency standards for the sector.
- Establish and maintain strong relationships with key stakeholders, including healthcare organizations, academic institutions, and government agencies.
- Provide administrative support to Committees and Task Forces/Panels.
- Work closely with and support the relevant staff of the main Academy Secretariat as needed and perform relevant duties commensurate with the position as assigned by the Academy.

Requirements:

- University graduate in Clinical Science, public health, or a related field. A higher degree in Clinical Science or public health would be an advantage.
- At least 3-5 years of professional experience in healthcare setting/clinical research.
- Knowledge in clinical guideline development, evidence-based medicine, or healthcare quality assurance would be an advantage.
- Strong clinical and scientific background and knowledge.
- Excellent written and verbal communication skills in English and Chinese.
- Familiarity with Hong Kong's healthcare system and regulatory environment would be needed.

To apply for the post, please send a detailed resume, current / expected salary, and contact email / telephone number to the following address or by email to IMACE-Recruit@hkam.org.hk. Review of applications will commence after **17 September 2025**:

Chief Executive Officer
Hong Kong Academy of Medicine
99 Wong Chuk Hang Road
Aberdeen, Hong Kong

(Please mark "IMACE-DM/M-CG" on the envelope or email subject)

Information provided by applicants will only be used for recruitment related purposes and will be handled in confidence by authorized personnel. All personal data of unsuccessful candidates will be destroyed after six months from the date of application.