



St. James' Settlement Community Pharmacy

Pharmacy Trainee Program Summer 2025

Introduction

St. James' Settlement is a multi-social service agency which provides high quality comprehensive services to meet the diverse needs of our society, to enable the individuals to help themselves and to help others, and to build an integrated and harmonious community.

St. James' Settlement has established the first non-profit community pharmacy in Hong Kong in 2009. The pharmacy seeks to bridge the gap between the social welfare and medical sectors by providing support to disadvantaged patients with chronic illness in the form of discounted/free drugs and medication subsidy. The services also aim at promoting safe use of medicines through medication consultation, ensuring patient's compliance and enhance the roles of community pharmacists in delivering primary healthcare services in Hong Kong.

Core pharmacy services:

- Medication Dispensing and Counselling Services
- Minor Ailment Services
- Medication Management Services
- Medication Subsidy Programs
- Home-Based Pharmaceutical Care & Medication Review Services
- Medicine Advice Hotline and Tele-Pharmacy Service
- Drugs-Go Delivery Service
- Screening and Scanning Subsidy Program
- Immunization Subsidy Program
- Public Educational Talks and Workshops

For more details:

Pharmacy Website: <https://charityservices.sjs.org.hk/charity/pharmacy>

Facebook: <https://www.facebook.com/ThePhilanthropicCommunityPharmacy/>

Duties

- Assist in dispensing procedure, handling patient inquiries and provide education on the safe and effective use of medications and health products under the supervision of pharmacists.
- Support the pharmacy team in various administrative tasks.
- Help prepare educational materials to enhance patient knowledge of medications and healthrelated topics.
- Engage in public education initiatives, health screenings, and other health campaigns to promote community health and awareness.

Requirements

- All pharmacy years are welcome to apply.
- Enthusiastic and passionate about patient care.
- Eager to learn and take on new challenges.
- Good communication and interpersonal skills.
- Strong attention to details and accuracy in performing tasks.
- Proficient in Microsoft skills.

Benefits

- Gain hands-on practical experience in an NGO community pharmacy setting and applying theoretical knowledge into real-life situations.
- Build confidence and experience in patient interaction and communication through patient counselling practice under the supervision of pharmacists.
- Network with experienced pharmacists, other professionals, and fellow students.
- Establish a solid foundation for professional growth in the community pharmacy setting.
- Contribute to community health initiatives, making a positive impact on primary healthcare.

Placement Details

- Schedule

Batch	Period	Vacancies
1 st batch	2 June – 30 June 2025	2-3
2 nd batch	2 July – 31 July 2025	2-3
3 rd batch	1 August – 29 August 2025	2-3

- Working hours

- ✧ Monday to Friday: 9:45 – 18:00
- ✧ (1-hour lunch hour included, Saturday work may be required for specific events)

- Working venue

- ✧ PHARM+ St. James' Settlement Community Pharmacy
- ✧ 9/F, 383 King's Road, North Point

- Nature

- ✧ Volunteer

Application

- Interested pharmacy student please fill in the online application form and upload your CV by **23 March 2025 23:59**.
- <https://forms.gle/n74XUaYZjBmWa5ow6>
- Shortlisted candidates will be invited for an interview.