

We are Recruiting: Debt Caseworker

Hours: 22.5 hours per week

Salary: £23,520 (FTE) Pay award pending

Contract: Fixed term until 14 October 2021

Location: Hertford and Bishop's Stortford

Application deadline: Monday 30 March 2020 12pm

Citizens Advice East Herts are looking for a Debt Caseworker to work on our Mental Health Debt Project. The project is funded by the Henry Smith Charity to provide debt advice to people who have mental health problems. The post holder will work alongside another Debt Caseworker until she leaves in August 2020.

In addition to giving advice and carrying out casework, the Debt Caseworker will deliver proactive support through financial capability workshops, delivering training to partners and following up with clients after casework has ended.

We are looking for an individual who has experience of giving debt advice, preferably with Citizens Advice. Being a debt relief order intermediary is desirable but not essential as training will be provided. You should understand the issues involved when working with vulnerable clients and ideally have experience of working with people with mental health issues.

You should have effective communications skills be able to work with a wider variety of people. A willingness to work across our sites is essential.

Citizens Advice values diversity, promotes equality and challenges discrimination. We encourage and welcome applications from people of all backgrounds.

For an informal chat please talk to Laura Hyde, Chief Executive.

For more information:

- Look at [paid staff vacancies](http://www.citizensadviceeastherts.org.uk) on www.citizensadviceeastherts.org.uk
- Call (01279) 755557
- Email admin@citizensadviceeastherts.org.uk