

Coventry Independent Advice Service

Senior Caseworker (Debt/Money Advice)

Location: Coventry, West Midlands

Salary: £26,000 to £29,000 (depending on skills and experience)

Working hours: Full time (37 hours)

Closing date: Monday 5th October 2015

Interviews: Thursday 15th October 2015



Coventry Independent Advice Service is the new name for community advice within Coventry.

Established to consolidate independent advice provision in the City of Coventry, we are now looking to recruit a dynamic, inspirational and motivated Senior Caseworker (Debt/Money Advice) to work with the Advice Services Director and the Senior Caseworker (Welfare Benefits) to help achieve this objective.

As part of a small team, you will play an important role in providing high quality advice (face to face, by telephone and by email) and will contribute to the development and delivery of advice services across the city.

You will have significant recent experience of delivering advice services and demonstrable expertise in debt advice (this will be tested at interview). An understanding of current issues in welfare rights/social security would also be an advantage.

The successful candidate will have a track record of supervising and/or managing paid staff and/or volunteers, ideally in an organisation where a commitment to quality standards is paramount.

Client focused, you will have a keen interest in developing and improving services for city residents. You will also have excellent communication, influencing and people skills along with a positive and flexible approach.

For an application pack, or for further information, please contact: Rosie Keenan, PA to the Advice Service Director. Email: rosie.keenan@covadvice.org.uk

Please note:

- **Closing date is Monday 5th October 2015.**
- **Interviews will take place in Coventry on Thursday 15th October 2015.**
- **This is a re-advertisement – previous applicants need not reapply.**

Coventry Independent Advice Service

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