**Financial Capability Coach**

**Hours:** 13 hours per week

**Location:** Home-based or working from our offices

**Contract type:** Until 31st March 25

**Salary:** Equivalent to £12.71 per hour

**Closing date:** Monday 13th May

**Interview date:** TBC

**Job description:** Arun & Chichester Citizens Advice are pleased to have received funding to support people to improve their numeracy and budgeting skills.

You’ll be using session plans and adapting them to meet the needs of your client based on their goals. Topics may include creating a budget plan, saving money on groceries, working out how work could impact benefit entitlement and much more.

Sessions can be delivered remotely (telephone or video call) or in person. You’ll need to be confident in using IT and able to adapt your approach depending on your client’s needs. You’ll need to demonstrate a non-judgemental approach.

**Essential:**

* Able to work unsupervised
* Good IT skills
* Able to plan and deliver coaching sessions
* Patient but quick-thinking when problems arise

An advice background is not essential but preferential.

For general enquiries about the role, please email [jobs@arunchichestercab.org.uk](mailto:jobs@arunchichestercab.org.uk) or visit <https://arunchichestercab.org.uk/news/paid-vacancies/> to download an application pack.