**Home Visitor**

**Hours:** 30 hours per week

**Location:** Visiting clients in their own homes throughout Arun & Chichester districts with home working and office working as needed

**Contract type:** Fixed term contract until November 2025

**Salary:** £19,827.60

**Closing date:** 20th November 2024

**Job description:** Arun & Chichester Citizens Advice are pleased to have received funding from The National Lottery Community Fund to deliver a vital home visiting service.

We are now recruiting an adviser to provide a high quality, effective and efficient advice and information service to vulnerable clients who require, due to capability or complexity of the issue, a face-to-face service and, because of a disability or a caring responsibility are not able to attend one of our advice centres.

The advisers will be required to give full advice on all enquiry types including welfare benefits, debt and money, housing, consumer, family/relationships and immigration.

You must be willing to drive throughout Arun and Chichester but casework can be completed either from home or in our offices.

**Essential:**

* Able to work unsupervised
* Use of car with business insurance
* Good IT skills
* Good communication skills

Although an advice background is preferred, full training will be provided.

For general enquiries about the role, please email [jobs@arunchichestercab.org.uk](mailto:jobs@arunchichestercab.org.uk) or visit [Paid Roles : Arun & Chichester Citizens Advice (arunchichestercab.org.uk)](https://www.arunchichestercab.org.uk/paid-roles) to download an application pack.