



Citizens Advice Southampton

wishes to recruit

an Early Intervention and Prevention Worker

Hours: 21 hours per week

Salary: up to £25,500 FTE, depending on experience

Contract type: Fixed term for one year

Location: based in our Southampton office, plus travel to various outreaches

Citizens Advice Southampton is a local charity providing free, independent, confidential and impartial advice to over 7,000 people in Southampton every year on any problems they might face.

We are an equal opportunities employer and encourage applications from all applicants who meet the person specification irrespective of sex, gender reassignment, marriage or civil partnership status, pregnancy and maternity, sexual orientation, race, religion or belief, age, or disability.

The Role

Early Intervention and Prevention (EIP) is one of our core strategic aims. EIP work aims to identify and support people to resolve problems at the earliest stage, preventing them from escalating. Where possible, individuals are encouraged to self-help. This newly-created role focuses on two key EIP work streams: Advice First Aid, and Financial Capability.

Advice First Aid (AFA) is a half-day training course aimed at non-advice professionals who regularly come into contact with the public. You'll be responsible for delivering AFA training locally, both virtually and in-person.

Financial Capability involves working directly with clients in local foodbanks to provide "financial health checks" - a quick benefits and money check – and offering training and information on budgeting and managing money.

This role is subject to a DBS check.

About You

You'll need to be a strong communicator with a good understanding of benefits and initial money advice (or a willingness to learn) along with a willingness to commit to the aims and principles of the Citizens Advice service. Previous experience of developing and delivering training would be ideal.

Due to the nature of this role, there may occasionally be a requirement to work additional hours on a sessional basis to deliver training ad hoc. Hours and availability will be discussed with shortlisted candidates at interview.



The successful applicant will be required to travel across the City, therefore appropriate transport (which may include active travel or public transport, by agreement) is a requirement for the role. Travel expenses will be reimbursed.

How to Apply

For a job pack, please contact evint@sotoncab.org.uk.

Closing date for applications is **9am Friday 5th August**, with interviews expected to be held the following week.