

Hampshire Macmillan Citizens Advice Service



Citizens Advice Winchester

wishes to recruit a

Macmillan Caseworker, covering Winchester and surrounding area

3 days/22.5 hours per week

Salary £22,891 to £24,500 FTE (depending on experience)

This service is a countywide advice service for people affected by cancer. The post holder will be based in Winchester Citizens Advice but will be part of the wider Hampshire team, and supervised remotely. This post mainly involves advising clients on Welfare Benefits, including occasional travel to outreaches and home visits, as well as providing advice via a telephone helpline. Some publicity and promotion work is also required. Must be able to work from home should remote working be required due to unforeseen circumstances.

Caseworkers will manage their own caseload and need to be experienced in benefit advice work, have excellent communication skills, self-motivation and IT capability.

Please send your CV in the first instance to Admin1@citahants.org You can also email for the job description and person specification to be sent to you. Please show in your CV how you meet the requirements in the job description.

For an informal discussion about the role, please contact:
The Macmillan Advice Service Manager, on **07875 536428**

Please note we are actively recruiting for this role

All successful applicants are subject to a DBS check

Citizens Advice Hampshire values diversity; promotes equality and welcome applications from all sections of the community.

• confidential • impartial • independent • free •