



Macmillan Citizens Advice Service



We are recruiting a **Macmillan Caseworker** to join our team based in **Tadley** and covering North-west Hampshire

Fixed term post, phased-return cover - 3 days/22.5 hours per week, reducing to 2 days/15 hours per week in September

Starting salary £23,500 - £25,500 FTE *depending on experience*

Macmillan Cancer Support and **Citizens Advice** are working together to offer people affected by cancer free, impartial and confidential information and advice on a range of issues, such as welfare benefit applications, help with money matters and accessing charitable grants. In 2023 our advisers helped people to claim over £10 million in increased income.

Citizens Advice and **Macmillan Cancer Support** values diversity; promotes equality and welcome applications from all sections of the community.

As part of a wider Hampshire and Surrey team you will be advising people affected by cancer on welfare benefits and money matters at outreach locations such as hospitals, hospices, Citizens Advice offices and over the phone.

Candidates should be experienced in managing their own caseloads. Experience in benefit advice work is essential. You need to have excellent communication skills, self-motivation and IT capability.

To apply, please send your CV and a covering letter explaining how you meet the job requirements to macmillan@citahants.org

A full copy of the job description and person specification will be sent on request to macmillan@citahants.org

Closing date: Applications are reviewed as we receive them, and local interviews arranged for shortlisted candidates.

All successful applicants are subject to a DBS check