



Energy Adviser

Hours: 2.5 FTE (part time applications welcome)

Location: Home-based

Contract type: 22 month contract

Salary: Competitive Salary offered

Closing date: Wednesday 28th October 2020

Interview date: Wednesday 4th November 2020

Job description: Arun & Chichester Citizens Advice are pleased to have received funding from The Energy Redress Scheme to tackle fuel poverty in Sussex.

We are now recruiting advisers to provide a high quality, effective and efficient advice service to those in fuel poverty throughout West Sussex. Advisers will be trained to City & Guilds L3 in Energy Awareness (training can be provided) to deliver holistic advice via telephone and online, including energy efficiency and income maximisation. The service will particularly focus on delivering to those that fall into the “extremely clinically vulnerable” category under COVID-19 guidelines.

The role will be home-based but travel may be required to our offices on occasion. Experience in a similar field would be desirable but not essential. We have another advice-based roles that may be available so please include in your covering email if you would like your application considered for those roles also and whether you have a vehicle. To help support the local economy, applications from within West Sussex will be prioritised.

Essential:

- Able to work unsupervised
- Good IT skills
- Commitment to continuous development
- Experience working with vulnerable clients in a non-judgemental way

Desirable:

- C&G L3 Energy Awareness
- Advisory background

To request an application pack, please email jobs@arunchichestercab.org.uk or if you have any queries, please email Projects Manager, Charlie Young, on c.young@arunchichestercab.org.uk.