



# Blackburn Foodbank

based at: The Oaks Centre



## Job Advert

The Trustees are seeking to appoint a Benefits Adviser to work within The Oaks Money Advice Centre which is under the umbrella of Blackburn Foodbank. The Adviser will be responsible for delivering a high-quality benefits advice service to clients via face-to-face, telephone and digital channels, both at the centre and in the community. The Adviser will have an excellent and detailed knowledge of the full range of the current benefits system, applications and processes thereof, and be computer literate. The post-holder will be empathic, understand the needs of vulnerable clients and be able to assist all clients without prejudice. The Adviser will understand local demographics and poverty specifically within Blackburn with Darwen.

We would like to appoint an Adviser who:

- Will provide casework covering the full range of benefit work
- Is committed to maintaining the positive and caring ethos of Blackburn Foodbank and its strong links to the Trussell Trust
- Will continue to develop innovative working practices reflecting today's challenges and opportunities
- Has excellent communication and interpersonal skills with the ability to engage with a wide range of people including clients, staff, volunteers and external organisations
- Will build on the success of The Oaks Money Advice Centre within Blackburn Foodbank and in the community

<b>Job title:</b>	Benefits Adviser
<b>Required from:</b>	1 <sup>st</sup> September 2021
<b>Full-time:</b>	35 hours per week
<b>Salary:</b>	£21,093
<b>Contract:</b>	3 year fixed-term
<b>Closing date:</b>	Monday 19 <sup>th</sup> July 2021 at noon
<b>Interview date:</b>	w/c 26 <sup>th</sup> July 2021
<b>Telephone:</b>	01254 672756
<b>Website:</b>	<a href="http://www.blackburn.foodbank.org.uk">www.blackburn.foodbank.org.uk</a>

Application form and further details available from [trustees@blackburn.foodbank.org.uk](mailto:trustees@blackburn.foodbank.org.uk)

Please return completed application form - by the closing date, 19<sup>th</sup> July at noon - via email to [trustees@blackburn.foodbank.org.uk](mailto:trustees@blackburn.foodbank.org.uk) or via post to The Oaks Centre, Oakenhurst Road, Blackburn, BB2 1SN