

Debt coach required for Christians Against Poverty

Debt Coach Job Description

We are praying that you feel enthusiastic to support this fantastic service by joining us at Christians Against Poverty in Torridge and North Devon. If you are interest in this role, please contact Ben Warrender for an initial conversation at benwarrender@capuk.org or phone 07383741901.

Deadline for applications: **5th January 2022 12 Noon**

Find out more about the Debt Coach role below:

Role

Your role as a CAP Debt Centre Coach will be to support the Debt Centre Manager in the running of the debt centre. You will support clients on their journey to becoming debt free through home visits and ongoing support. All of this must be done in a way that positively reflects the Christian faith and the core values of the charity.

This role will be a mix of home working, office working and client visits, with the allocated hours worked in 2 sessions of 4 hours over 1 or 2 days Monday to Friday as a volunteer (as agreed with the Debt Centre Manager). Full training will be provided. **We will pay for mileage and expenses.**

Because this role may involve working with vulnerable people, you'll need to complete a Disclosure and Barring Service (DBS) check. If you're working in England, Wales or Northern Ireland this should be an Enhanced Disclosure with an Adult Barred List check. This check is required as you may occasionally be carrying out regulated activity. For staff based in Scotland, it should be a Basic Disclosure. Your church will need to apply for and fund this.

We ask you to commit to a minimum of two years in this role due to the level of specialised training required and the time it takes to complete.

Please note, as part of this role, we ask that you have access to the internet and an active email address.

Accountabilities

- To positively promote the Christian faith in line with the objectives of the charity
- To take part in all initial and ongoing training to offer the best service possible
- To visit clients in their homes and to explain the CAP service in a way that is understood and encourages clients to agree to work with CAP (mobility is essential to enable home visits, so having a car and full license is a requirement in most cases)
- To be part of a team that delivers the debt advice to the client – this will involve a Fact Find of their current financial situation, communication of the prepared budget and financial plan, and encouragement to stick to the plan
- May be required to help with publicising the CAP service in a way that makes it available to the widest possible section of society – this will involve developing links with relevant referral agencies so as to provide a service working in harmony with all relevant agencies
- To promote the work of CAP in your church

Experience

Essential

- Evidence of passion for the poor and evangelism.

Desirable

- Experience of working with poor and needy people in vulnerable sections of society

Skills/Abilities

(We know this is quite a list, but if you can tick off a few you're off to a strong start!)

- Confident working with numbers and the mathematics of household budgets!
- The ability and desire to explain the Gospel in a clear, relevant and natural way
- Ability to motivate and encourage people to sign up for our service
- Good verbal and written communication skills
- Ability to remain emotionally strong through stressful situations
- Good time and task management
- Good administration skills, including IT skills, and can work with Microsoft Word

Christian commitment

- Have a personal Christian faith that is in agreement with C.A.P's Statement of Faith and Core Values and supports the Christian purposes of the charity.
- Must be a member of a Christian church that is willing to support CAP's Statement of Faith

Further information on the interview process

- Deadline for applications 5/1/22 12pm
- Initials interviews for the role 10/1/22 - 13/1/22
- The successful candidate to complete an online application to CAP in Bradford by the 28/01/22 (application form from the candidate and reference form from the current Church Leader)
- Interviews with CAP Area Manager by the 18/02/22
- Training: 21/03/22 - 01/04/22 and 19/04/22 - 06/05/22 (all online)