



## An exciting new role at Money A+E

### Specialist Money Coach (Team Supervisor)

**Organisation:** Money A+E

**Terms:** 1 year fixed term contract (potential extension to 3 years dependent on funding)

**Hours:** Part time / 17.5 hours per week

**Salary:** £16,000 per year (Full time equivalent £32,000 per year / including 33 days annual leave (inclusive of public hols))

**Location:** Based at Mansfield House, 30 Avenons Road, London, E13 8HT  
(Service delivery includes travel to outreaches and home visits)

**Deadline:** 5pm on 29<sup>nd</sup> March 2019

**Money A+E** is a Money Advice & Education Social Enterprise that was set up by 3 money advisers, passionate about providing simple and accessible money advice and education to people in need. We believe lives are transformed through a greater understanding of money.

If you are passionate about helping people in the community and if you are excited about working with and helping a small social enterprise grow and have a greater impact in the community, then this role is for you.

The **Money Coaches** service provides welfare benefits, debt advice & personal finance Money guidance across London Boroughs. We require an experienced specialist money adviser / case worker with at least two years' experience to provide:

- One to one specialist advice, casework, advocacy and representation (for vulnerable residents when appropriate)
- Supervision / training support and work experience opportunities for staff and volunteers
- Overseeing quality assurance, compliance and the development of the service
- Support to senior leadership team to implement digital innovations in advice service provision
- Leadership in establishing outreach services with community partners

**To apply for this post:** Please email your full name, address & contact number to [gregashby@moneyande.co.uk](mailto:gregashby@moneyande.co.uk) and you will be sent the full job description, person specification and application form by email.

Submit the completed application by email to; [gregashby@moneyande.co.uk](mailto:gregashby@moneyande.co.uk) (including your CV with a covering letter outlining why you want to work for Money A+E).

Or print and post your documents to: Money A+E, Recruitment, Mansfield House, 30 Avenons Road, London, E13 8HT.

Please ensure you give enough time for documents to arrive by the DEADLINE - 5pm on Friday 29<sup>th</sup> March 2019.

Interviews will be held on the week commencing 2<sup>nd</sup> April 2019. Immediate start for successful applicant.

If you are successful with your application, at your interview you will be asked to bring your most recent DBS document and proof that you are legally entitled to live and work in the UK in order that we do not contravene sections 15 to 25 of the Immigration, Asylum and Nationality Act 2006. You will also require proof of your identity and address.

For general enquiries about the role please call: 0203 616 3750 and ask to speak to Greg or Jerry or email: [gregashby@moneyaande.co.uk](mailto:gregashby@moneyaande.co.uk)  
Please note that successful applicants to this post will need to satisfy a DBS check.