



Job Title: EU Settlement Scheme Adviser
Hours: Full-time
Location Hammersmith & Fulham
Salary: £29500
Type of Contract: Fixed term one year from appointment

For eighty years Citizens Advice Hammersmith and Fulham has delivered free, independent, impartial advice to residents of Hammersmith and Fulham. Our advice and information service has evolved to meet the changing needs of our local community, meeting issues arising from legislative and national changes.

With the UK voting to leave the European Union, and the introduction of the EU Settlement scheme, many residents of Hammersmith and Fulham will be seeking independent and impartial advice and support to help them to understand what they need to do to guarantee their rights to remain lawfully in the UK. With support from Hammersmith and Fulham council we have been awarded a 12-month contract to raise awareness of the EU Settlement Scheme among EU nationals living in the borough, and support them with applications to the scheme.

The EU settlement adviser will, through face-to-face, phone and email channels, provide EU nationals and their families with advice and information about the EU settlement scheme, help clients to make their initial application, and appropriately refer them on to OISC level two or three advice if required.

Will work closely with community organisations to raise awareness of the scheme. They will develop and deliver training events to frontline staff and information sessions to community groups.

Applicants will require recent advice work experience as a qualified Citizens Advice advisor, or have achieved OISC Level 1 or OISC Level 1 Immigration EUSS (limited to the EU Settlement Scheme) accreditation with the OISC.

To apply visit: [Work for Us](#) for application pack

Closing Date: 10am Monday 23rd September 2019

Interview Dates: Thursday 26th September 2019 (**fixed date**)