



KICKSTART ROLE

Kickstart Support Assistant (JG)

Location: Swanscombe, DA10 0AZ

Closing date: June

Placement summary:

Working alongside support officers in our accommodation based services. Providing support with

- Re-letting void rooms
- Completing required health and safety tasks.
- Supporting with sign up of new residents
- Taking ownership and maintaining a refuge handbook and welcome pack
- Promotion of clarion locally
- Supporting residents to reduce isolation by facilitating and participating in customer engagement activities.

Essential skills, experience and qualifications:

Experience working with vulnerable clients preferred. Be able to demonstrate an understanding of domestic abuse.

In order to apply for a Kickstart Scheme vacancy you need to be currently in receipt of Universal Credit payments, be between the ages of 16 – 24 years old and fulfil the suitability and eligibility criteria which will be assessed by your Universal Credit Work Coach.

Please contact your Work Coach via your Universal Credit Journal, stating:

- *The full name of the Employer – Clarion Housing Group*
- *The Kickstart vacancy that you are interested in*
- *The postcode where the vacancy is based*

Your Work Coach will then contact you to confirm whether you fulfil the suitability and eligibility criteria, and discuss next steps.