



KICKSTART ROLE

Resident Involvement Support Officer (JM)

Location: Norwich, NR7 0WF

Closing date: June

Placement summary:

To promote and engage younger residents into resident involvement activities.
To support the resident involvement team in projects to gain resident feedback.
Working with the wider business to promote, facilitate, collate and process content for the quarterly 'Residents Magazine'.

Essential skills, experience and qualifications:

English GCSE
Clear and concise Communication Skills
Good interaction when working with the general public, external stakeholders and residents

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.