

Housing Caseworker

Personal criteria

Essential

1. Experience and knowledge of housing law
2. Experience of delivering Housing casework in a legal environment.
3. Understanding of the not-for-profit legal sector and commitment to the aims and ethos of KCALC
4. Ability to keep good records and to act for the client in a timely manner
5. Experience of using IT systems and resources including case management software in the provision of casework
6. Experience of managing time, against competing priorities and a varied workload with the ability to monitor and maintain service delivery against agreed targets in a busy environment.
7. A commitment to equity, diversity and inclusion and the skills to engage, communicate and work with a wide range of people from different backgrounds and with a range of abilities

Desirable

1. Experience of working under a Legal Aid contract
2. Experience of representation in the County Court
3. Experience of advising/supporting vulnerable clients or those with complex needs