

Volunteer welfare benefits caseworker (Part-time)



We are looking for a reliable, dedicated and enthusiastic volunteer to support the in-house solicitor and team of volunteer lawyers with casework services on our secondary specialisation programme. As a volunteer caseworker you will work both alone and as part of the team.

Person Specification

- A minimum of one year welfare benefits advice gained at a Citizens Advice, Advice UK agency, Law Centre or similar setting.
- Effective written and oral communication skills. Good typing skills and proficiency using Microsoft Office applications.
- Experience of working with vulnerable people and BME community.
- Flexible approach and willingness to work as part of a team.
- Self-servicing.
- Ability to research, analyse and interpret complex information.

To apply

Please send a CV to Ann Ntephe - ann.ntephe@lawworks.org.uk.

Volunteers would be expected to commit 1 to 2 days per week for at least 3 months.

About LawWorks

LawWorks (the Solicitors Pro Bono Group) is a charity which encourages, supports and celebrates pro bono by solicitors, law schools and law students across England and Wales. We are supported by the Law Society and by over 120 members, including international and City firms, regional, medium and small firms, and in-house solicitors and their organisations.

The focus of our work is on supporting and developing local independently run pro bono advice clinics and also connecting smaller charities and not-for-profit organisations in need of free legal advice with pro bono volunteers from amongst our membership.

We support pro bono clinic volunteers and our members with training, networking opportunities and a range of online resources and materials. Our Annual Pro Bono and Student Awards recognise and celebrate the pro bono work of our members, partner organisations, law schools and law students.