

## **TAMIL WELFARE ASSOCIATION NEWHAM (UK)**

602 Romford Road

Manor Park

E12 5AF

Tel: 02084780577

### **Job description – Specialist worker**

To note: This is a part time role. We anticipate that the employee will work for 14 hours (two days) per week.

#### **Interview date:**

TBC

#### **About TWAN:**

The Tamil Welfare Association Newham UK (“TWAN”) is a community based legal advice clinic, providing a range of services aimed at the growth and empowerment of Tamil speaking individuals in the United Kingdom.

TWAN has successfully completed 38 years of service to the Tamil Community in the UK and continues to grow. Formed initially to assist asylum seekers and victims of war and torture, we continue to serve this group as well as specialising in other immigration matters. We also provide advice across a range of social welfare areas

TWAN is OISC accredited and holds the Legal Aid Agency’s Specialist Quality Mark.

#### **Job Description:**

We require a part time special worker:

- To provide legal advice and carry out casework in social welfare, family, employment, housing and debt advice in accordance with TWAN's priorities and candidate's knowledge.
- To manage a caseload of complex and difficult cases.
- To make appeals when necessary.
- To contribute towards the service development of the team as a whole.
- To establish and maintain a network with other similar service providers.

#### **Requirements:**

Applicants must have three years of experience in social welfare, family, employment, housing and debt advice related matters.

Ability to speak and understand Tamil will be appreciated but that is not essential.

#### **Salary:**

£29,000 per annum on pro rata basis.

To apply, please send your CV to [twan@twan.org.uk](mailto:twan@twan.org.uk).