



## JOB DESCRIPTION

| DIRECTORATE         | SECTION  |
|---------------------|--|
| Children's Services | Family Support & Safeguarding / Corporate Parenting / Front Door / Youth Offending Service   |
| JOB TITLE           | GRADE  |
| Social Worker       | LEVEL 7-8  |
| REPORTING TO:       | Team Manager   |
| Responsible for:    | <p>The post holder will be required to have significant post qualification experience to deliver specific work streams provide technical advice and guidance to others (including other professionals) involved in specific service delivery and may have responsibility for managing resources within a team (budget and people).</p> <p>To move over the JG7 threshold, ASYE's will need to have completed and passed their first year where they will then move to JM1.</p> |

### 1. Job outline and Purpose of role

This role requires social workers to meet all the fundamental professional standards as set out by Social Work England and ensure that the protection of children is adhered to ensure that children and young people are safe and their outcomes enhanced. The main duties and key responsibilities of this role is commensurate across Children's Services applying the skills and competencies in different areas across the service.

### 2. Purpose of Role

You will undertake S47, assessment, planning, intervention and review to support children who are in need, including child protection, care proceedings and children looked after. You will work collaboratively with other professionals in order to ensure a multi-disciplinary approach to improving outcomes for children, young people and their families.

You will work with a small number of children and families, to achieve the best possible long-term outcomes for children, using Signs of Safety (training and support provided if required).

You will be expected to continuously improve your practice by developing your knowledge and skills through post qualifying training. The post will participate in high quality supervision that achieves

an appropriate balance between reflective practice and accountability for performance/standards. You take part in rigorous self evaluation through annual appraisal and half year reviews.

This job description provides the core responsibilities for all children's social workers.

You must be registered to practice with Social Work England under the terms of the code of conduct for social workers.

### **3. Main Duties and Key Responsibilities**

To provide a service in line with statutory requirements and departmental priorities.

To participate in training as required in the interests of the service overall and career development.

Undertake the full range of social work tasks with children in need and their families – Assessment, Planning, Intervention and Review. As a social worker you will be expected to provide a high level of direct work at an agreed local level.

Undertake a range of intervention with children and families including group work, family work and solution focused intervention, parenting work etc jointly, as appropriate.

Ensure and demonstrate that children, young people and parents/carers are listened to and treated with respect with their views recorded in the process of assessments, planning, intervention and review, and in all aspects of decision making and in shaping service delivery.

Act as the lead professional key worker in statutory cases that require a qualified social worker, including high-level children in need cases, child protection, care proceedings and children looked after.

Contribute to or bring together and co-ordinate a multi-disciplinary approach where children are subject to safeguarding plans, care proceedings, or admission to accommodation.

Demonstrate a good understanding of evidence-based practice in your day to day work with children and families.

A good knowledge of relevant legislation and procedures.

Participate positively in professional supervision and annual appraisal review, taking personal responsibility for the quality of practice.

Actively contribute to team working, supporting colleagues, and taking part in team meetings and development events.

Demonstrate a high level of competence and confidence in the use of Council electronic case recording/reporting tool, maintaining accurate and up to date child records.

Be responsible for individual care planning for children in line with professional standards.

To be active in implementing the council's equal opportunities policy in professional practice and service delivery.

To undertake service development tasks as appropriate.

Work with parents, children and young people to support them to achieve their best outcomes.

ASYE's will be supported by their manager and colleagues to develop in their role and their workload will increase with experience.

Work flexible hours as befits the needs of the service. This will include working outside of normal office hours, including evening and some weekend work as cases require.

Operate within legal, ethical and practice boundaries when working with families.

Develop and maintain skills, knowledge and competence.

Be responsible for Health and Safety and Safeguarding of all young people with whom you work.

Comply with legal obligation (**DATA PROTECTION ACT 1984**) not to use or disclose any personal information that comes into their possession in the course of their duties in any unauthorised manner. Duties and obligations under the Act that relate to this particular post will be explained to the post holder upon appointment to this post.

## **5. GENERAL**

This job description is not a complete list of duties but gives a general indication of the range of work undertaken. It will vary over time as demands and priorities change. The management team structures within Childrens' Services operate with a high degree of collaboration and flexibility, and post holders are expected to undertake any other duties commensurate with the general level of responsibility of the post.



## PERSON SPECIFICATION

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|--|--|
| Children's Services  | Family Support & Safeguarding / Corporate Parenting / Front Door |
| <b>JOB TITLE</b>   | <b>GRADE</b>   |
| Social Worker  | <b>LEVEL 7-8</b>   |
| <b>QUALIFICATIONS – ESSENTIAL AND EVIDENCED</b>  |  |
| Registered as a social worker with Social Work England.<br><br>Social Work Qualification, ie Social Work Degree or Diploma in Social Work.<br><br>Achieved or commitment to study for a specialist PQ award or equivalent  |  |
| <b>KNOWLEDGE AND EXPERIENCE - ESSENTIAL</b>  |  |
| Experience of direct work with children in need and their families.<br><br>Experience of statutory childcare work in a local authority setting.<br><br>Communicate effectively with children, young people and families to ensure effective outcomes can be achieved.<br><br>Support family cohesions, and empower and support families to manage their own lives.<br><br>Enable, encourage and support children and young people's participation and decisions and activities that affect their lives.<br><br>Safeguard and promote the welfare of vulnerable children and young people.<br><br>Develop purposeful and productive outcome focused relationships with children, young people, and their parents/carers based upon partnership and mutual respect.<br><br>Provide child-centred social work practice based upon social work value principles enshrined Social Work England's code of practice.<br><br>Analyse, interpret and make professional judgements when undertaking assessments.<br><br>Define needs, clarify outcomes and implement strategies that enable outcomes to be achieved.<br>Develop, implement, and review plans based upon assessments of children and families/foster or |  |

adoptive carers which detail identified needs and intended service outcomes using evidence and best practice.

Make effective decisions appropriate to the responsibilities of a social worker.

Communicate effectively verbally and in writing to a range of audiences, including children and young people, courts, multi-agency panels, parents/carers.

Work as part of a multi-agency team, including acting as a lead professional.

Make use of technology including relevant computer systems such as LiquidLogic.

Reflect on own practice, the practice of others, and to make effective use of supervision, coaching and training/development opportunities.

Be creative and empowered to solve problems and find solutions to overcome challenges and barriers.

You will be required to have the ability to travel within the geographical area of North Somerset. We encourage the use of public transport where this is appropriate'.

Post holders must be willing to work outside normal working hours, both in a planned basis, and at short notice and, if necessary, to be part of an out of hours telephone support rota for children looked after by the authority.

Post holders must participate in North Somerset Council's appraisal system, undertaking training and development as required to support their professional development and continued registration with the Health Professions Council.

To maintain the Council's comprehensive equality policy, race and disability scheme and ensure at all times that the duties of the post are carried out in accordance with these policies.

To maintain reasonable expected professional standards of behaviour outside of work and ensure that the standing and reputation of the Council is maintained when not in work.

The ability to cope with the duties, responsibilities, and stresses associated with a professional social work role and to be emotionally resilient.

A satisfactory enhanced DBS disclosure certificate (relevant applications and checks will be carried out before any job offer is confirmed).

## **DESIRABLE**

Child Protection

Court work

Adoption/Fostering

Children looked after

Children with disabilities

Therapeutic and counselling work

Legal framework for children, young people and their families

Child development

## **COMPETENCIES**

Team Working ~ Assists team members through mentoring and longer-term assistance, encourages and empowers others

Strengths based / outcome focused ~ sets challenging goals for self and others and identifies opportunities and barriers and deals with them to achieve service delivery

Problem solving & judgment ~ facilitates others to solve problems, breaks down complex issues into manageable parts and thinks through the implications of decisions

Planning & Organising ~ Prioritises and organising work for self and others, makes plans to meet the longer-term requirements of the team

Business Awareness ~ Understands the contribution the role makes to the service and organisation as a whole, thinks outside own area to appreciate the aims of other services.

## **PERFORMANCE MEASURES**

- Quantifiable objectives ~ e.g. number of children and families you are working with, impact evaluation of service delivery, quality of records, etc
- Feedback from children, young people and families, colleagues and partner agencies
- Key Performance Indicators (assessment timescales, contacts and referrals managed in a timely manner)
- Line manager assessment

## **Equality and Diversity**

We expect all employees to act professionally and to treat colleagues and the public with dignity and respect. This means setting a strong personal example of good equality and diversity practice at all times and ensuring they are sensitive to the needs and views of others and reflect this in the way they behave. Managers have additional responsibilities of managing others effectively by recognising and valuing each team member as an individual and always challenging inappropriate language and behaviour.

## **Health and Safety**

We all have a responsibility to work within health and safety legislation, associated codes of practice, North Somerset Council's policies and procedures and our local safe systems of work and emergency arrangements.

## **Continuous Development**

Our jobs and the way we do things evolve over time and we need to keep abreast of new technologies, legislation and methodologies for our own subject areas. We are responsible for reviewing and developing our own professional practice.

**The entering of your name and date below will be treated as your signature for declaration purposes.**

|                 |            |
|-----------------|------------|
| Effective Date: | Issued on: |
| Name:           | Date:      |