Northumberland County Council

**JOB DESCRIPTION**

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| **Post Title:** Social Worker | | | **Director/Service/Sector:** | | **Office Use** |
| **Band:** 8 | | | **Workplace: District Office** | | **JE ref:** 1770  **HRMS ref:** |
| **Responsible to:** Team Manager | | | **Date:** | **Lead & Man Induction:** |
| **Job Purpose:** To be part of a team providing a 24 hour Care Service within Northumberland. To promote and support (adults, children and/or their families) when in crisis, or breakdown to remain with their families or with their identified carers. To provide direct social work intervention to (adults/children, young people and their families) in the community. | | | | | |
| **Resources** | Staff | Casework supervision responsibility (but not line management responsibility) for unqualified staff | | | |
| Finance | | Limited authority to make emergency payments in the absence of the appropriate budget holder | | | |
| Physical | | Post involves the day-to-day updating and maintenance of complex, sensitive and confidential data. | | | |
| Clients | | Substantial contact with (adults/children) and their families including within their own homes. The post does involve lone working. | | | |
| **Duties and key result areas:** Individually or as part of a team,  1 To co-operate in ensuring that the specific aims and objectives of the team are implemented  2. To assess social care problems and devise care plans which address need, taking into account service user views.  3. To manage and plan such work in an effective way to allow the required monitoring and review of services delivered.  4. To carry a caseload encompassing the full range of issues appropriate to the skills of a Social Worker.  5. To assist service users to make complex and major life decisions.  6. To provide social work services e.g. individual/family casework, group work, intervention to address problems of personal relationships and parenting.  7. To participate in the office duty system and out of hours standby rota.  8. To provide case direction and support to an identified cohort of unqualified team members.  9. Under the direction of the Team Manager be responsible for taking a lead role in representing the Directorate in agreed projects and initiatives.  10. To promote (adults, young people and children) remaining with their birth families or identified carers by preventing family breakdown or reuniting (adults/children) separated from their family due to temporary crisis.  11. To work directly with (adults, young people/children) and their families at the point of crisis in their community, ensuring the welfare of the (adults/young people and children) are given priority at all times.  12. To work directly with (siblings, parents/carers of adults/younger children) where there are concerns of adult/child protection and be part of a safeguarding and monitoring package of on-going work  13. To establish and maintain appropriate working relationships with individual service users, groups, families and the staff of other agencies.  14. To make case recordings and provide reports in accordance with statutory and agency requirements. To use information technology as appropriate.  15. To participate in liaison schemes designed to develop and maintain better services and working relationships with other agencies or professionals.  16. To organise programmes for observation students and for visits of guests of the department where appropriate and with the agreement of the Team Manager.  17. To participate In meetings of working groups designed to look at particular needs or problems and suggest solutions.  18. To comply with departmental policy and procedures both in relation to the responsibilities placed on the Local Authority by statute in relation to procedures necessary to support such good practice as recording and report writing.  19. Other duties appropriate to the nature, level and grade of the post | | | | | |
| **Work Arrangements** | | | | | |
| Physical requirements:  Transport requirements:  Working patterns:  Working conditions: | | Need to visit (adults, young people) and their families and on occasion attend (educational) and other meetings pertaining to the care of the young people throughout Northumberland.  Shift rota pattern to cover 24 hours 7 days per week including weekend and bank holidays.  A requirement to lone work | | | |

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**PERSON SPECIFICATION**

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| **Post Title:**  Social Worker | **Director/Service/Sector:** | Ref: 1770 | |
| **Essential** | **Desirable** | | **Assess**  **by** |
| **Qualifications and Knowledge** | | | |
| Degree in Social Work, Dip SW, CQSW, CSS.  Up-to-date understanding of the key issues and relevant theoretical background facing professional child care social workers, particularly related to children’s safeguarding and looked after children. | Further PQ training e.g. counselling courses, personal relationships.  Up-to-date knowledge of relevant legislation, behaviour modification or other direct service skills.  Knowledge of computer systems. | |  |
| **Experience** | | | |
| Substantial experience of working with (adults/children/young people) and families.  Experience of Adult/Child Protection and Safeguarding Policies and procedures.  Experience of team working.  Experience of positive decision making. | Experience of working with children/young people and families in a community setting.  Experience of supervising staff and students. | |  |
| **Skills and competencies** | | | |
| Ability to form positive relationships with service users and colleagues.  Demonstrable assessment skills, advocacy skills and counselling skills.  Ability to communicate effectively both verbally and in writing with children/young people families and other professionals.  Ability to demonstrate sensitivity and an understanding of emotional difficulties and addressing challenging behaviour of children and adolescents.  Knowledge of child protection issues and child development.  A knowledge of substance misuse issues for children and young people.  Ability to undertake family assessments.  Ability to work under pressure, meet deadlines and have strategies to cope with own stressors.  Organisational skills.  Group work skills.  Knowledge of Parenting work.  A knowledge of solution focussed brief therapy and crisis intervention techniques.  Ability to operate effectively as a member of a team/network.  Ability to operate systems and procedures effectively.  LT skills appropriate to the needs of the post. | Knowledge and skills of staff supervision.  Ability to recognise staff development and training needs. | |  |
| **Physical, mental and emotional demands** | | | |
| Flexible approach to the hours of working to enable service delivery at all times.  To be able to work a shift pattern including week ends and bank holidays.  To be able to accommodate changes in working patterns at short notice.  To be able to satisfy the mobility requirements of the post. |  | |  |
| **Motivation** | | | |
| Positive attitude to supervision and training.  Willingness to attempt new challenges and approaches.  Positive attitude to supporting equality and diversity in the work place.  Enthusiastic approach to Community Care. |  | |  |
| **Other** | | | |
| To be committed to developing a high standard of service.  To be committed to meeting the needs of children and young people through collaborating with colleagues and other professional services.  The ability to listen and understand the needs of children/ young people and families.  Well presented reason for application. |  | |  |

Key to assessment methods; (a) application form, (i) interview, (r) references, (t) ability tests (q) personality questionnaire (g) assessed group work, (p) presentation, (o) others e.g. case studies/visits