Newcastle City Council
Job Description

Post Title: Senior Practitioner CC430

Evaluation: 586 points **Grade:** N09

Responsible To: Team Manager

Responsible For: N/A

Job Purpose: To assist the Team Manager to deliver services in accordance with agreed objectives, financial targets, quality and performance standards which will improve the outcomes for individuals and families. To mentor and support trainee and unprogressed social workers and other social care support staff.

Main Duties: The following list is typical of the duties the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

1 To undertake complex case work and take primary responsibility for specific areas of work including project work ensuring that families or individuals receive appropriate support to the highest standards.

2 To prepare and present reports for meetings, conferences and courts, etc., to agreed standards.

3 To work within the statutory framework and comply with Directorate policies, procedures and guidance.

4 To promote high standards of professional practice through monitoring, reviewing and evaluation of interventions that will improve the quality of the outcomes for service users.

5 To maintain high quality safeguarding standards for Children or Vulnerable Adults, reporting concerns promptly to the Team Manager.

6 To provide day to day professional advice and guidance to team members to ensure that the services provided are consistent, integrated and are of the highest standard.

7 To assist the Team Manager in contributing to the formal supervision of team members.

8 To mentor staff through formal and informal development sessions in line with professional standards and Directorate policy to gain post qualifying awards.

9 To update and maintain computer and written records in accordance with Directorate guidelines ensuring the quality of the information noted is accurate and up to date.

10 To chair and minute and/or participate in meetings in respect of service users.

11 To establish and promote effective working relationships with external partners, agencies and other sections of the Directorate that will improve practice and outcomes for individuals and families.

12 To contribute to the development, improvement and promotion of Directorate policies and services including the effective involvement of service users through working groups, meeting, etc.

13 To administer petty cash in accordance with the Authority and the Directorate's financial regulations and procedures.

14 To assist in maintaining a healthy, safe and secure environment and to act in accordance with the Council's policies and procedures.

15 To promote and implement the Council's Equality Policy in all aspects of employment and service delivery.