

**Job Description**

**Job Title:** Social Worker/Senior Social Worker:

**Salary Grade:** Grade 7/8

**SCP:** 32 - 42

**Job Family:** People Care

**Job Profile:** PC 3/PC 4

**Directorate:** Children’s Services

**Job Ref No:**

**Work Environment:** Locality

**Reports to:** Team Manager

**Number of Reports:**

**Purpose:**

To carry out assessments of Children in Need and Children in Need of Protection

To undertake direct work with children and their families

To work in accordance with the policies of the Council an Sunderland’s Safeguarding Board

**Key Responsibilities:**

To manage an assigned caseload of children and families, independently in compliance with agreed casework objectives, assessing and managing risks appropriately, and in accordance with statutory regulations and guidelines

To investigate complaints of alleged neglect, abuse or ill treatment of children undertake assessments and where appropriate arrange accommodation or children and young people maintaining appropriate personal/professional boundaries

To work to a range of legal options to support investigation and protection; if required give evidence in court; using contingency planning to plan for changing circumstances

To liaise with colleagues in order to gather information relevant to assessment and care planning

To work with children and young people, families, carers and communities to formulate care plans in partnership based on their assessment of need

To undertake direct social work responsibilities as an allocated worker to children and families assigned to monitor and review the implementation of care plans, ensuring that the services being provided are meeting the assessed need and the provision remains within any agreed costs

To prepare record and maintain case records and other information in accordance with child protection procedures and timescales

To identify any gaps in professional knowledge and to make effective use of supervision as an opportunity to reflect and to identify development and training needs to ensure continuous professional development

To work within the Council’s professional policy and procedures, and code of conduct

**Communication Requirements**

To ensure effective and timely communication within and across the child protection service area so that key messages are conveyed to employees, partners, suppliers and other stakeholders in a consistent way

To promote mechanisms to seek out, listen to and respond to the views and ideas of managers, employees, partners and other stakeholders (particularly children and young people and their families) in order to ensure services are relevant, responsive and focused on meeting identified needs

To engage in and promote effective networking at local, regional and national levels to ensure that services are responsive to national developments and leading practice

**General Requirements**

To keep abreast of changing contexts at local and national level, and take account of these in social work practice

To take an active role in inter-professional and inter-agency working building own professional network and collaborative working across other organisations

To champion diversity and equality in all aspects of service delivery, demonstrate confident application of ethical reasoning to professional practice

**Person Specification**

**Job Title: Social Worker/Senior Social Worker: Child Protection**

**Service: Child Protection / Locality**

**Role Profile reference: PC3/PC4**

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| **Essential Requirements**  |
| **Communicating (verbal)** - Able to share information, obtain information and have dialogue with others either in person or over the telephone. | Interview |
| **Communicating (written)** - Able to share information and obtain information from others through written communication. | Application form |
| **Qualifications**Educated to degree level with appropriate professional Social Work qualificationCSS/CQSW or DipSW, MA SW, BA Hons SWCompletion of AYSE first year  | Application form Interview |
| Current HCPC Registration* Evidence of continuous professional development
 | Application form Interview |
| Ability to meet the travel requirements of the post | Interview |
| The ability to work outside of normal working hours to meet the needs of the service. | Application form Interview  |
| **Experience:*** Statutory social work with children and families in a statutory or third sector setting
* Working across agencies promoting understanding and good practice in relation to children’s safeguarding
* Applying principles of child care legislation relating to child protection, looked after children and the provision of services to children in need
* Undertaking child protection investigations; planning and organising workload to meet statutory timescales
* Providing direct professional social work to children and their families
* Managing an allocated caseload; planning and organising workloads
* Working in partnership with service users, carers service providers and other professionals
* Handling problems and difficult situations calmly and sensitively
 | Application Form Interview |
| **Knowledge:*** Understanding of social care legislation, with current safeguarding policies and procedures
* Able to effectively risk manage within children’s service settings
* Understanding of Children Act 1989 and 2004
 | Application Form Interview |
| **Abilities:*** Manage priorities and work under pressure displaying initiative and creativity
* To influence, develop and change the motivation and behaviour of people to achieve objectives
* To manage performance
* Promote the role of social care and safeguarding with key stakeholders
* Confidence on challenging other professionals appropriately
* To work alone and with a high degree of autonomy
 | Application form Interview  |
| Flexibility – an ability to work effectively despite changes in colleagues, settings and environment as well as changing working hours and working weekends | Application form Interview |
| Commitment to Equal opportunities  | Interview |

 **Extra essential requirements – Please add or delete as appropriate to the job role.**

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| **PC Skills -** Able to effectively use a PC to prepare documents, record information or input data. | Application form/Interview |
| **Decision making –** A willingness to take action and to make decisions in line with support plans, policies and procedures, being resourceful in the face of challenges | Application form/Interview |
| **Management:*** Self motivated, resilient and committed to excellent social work practice
* Able to take ownership and responsibility arising from own and others’ case work appropriate to the level of the post
* Willingness to lead by example and promote excellence
* Reliable and self-reliant – will seek guidance when appropriate
 | Application form Interview |
| **Democratic –** Seeks and considers the views of others in setting and deciding plans, activities and progress. | Application form/Interview |
| **Team working** – be able to work effectively within a busy team environment, be helpful and co-operative with others | Application form/Interview |
| **Customer Service Excellence –** Able to delight customers, deliver high quality tailored services to meet needs and exceedexpectations | Application form/Interview |
| **Vigour** – Works at a fast pace, copes well with higherlevels of workload. | Application form/Interview |
| **Listening** - Listens to others to assess requirements in order to respond appropriately and efficiently. | Application form/Interview |
| **Innovation -** theability to be creative in working through problems and making decisions. | Application form/Interview |
| An ability to manage budgets | Application form/Interview |