

APPLICATION FOR EMPLOYMENT

Thank you for the interest you have shown in the vacancies within Stockton on Tees Borough Council.

Completed forms can be e-mailed to recruitment@xentrall.org.uk or posted to **Xentrall Recruitment Services, PO Box 891, Stockton on Tees, TS19 1JT**, marking the envelope in the top left hand corner with the post reference number.

In accordance with our recruitment procedures, your application will only be considered if it is received on or before the closing date as shown in the advertisement.

In the interests of economy, applications received via the post are not automatically acknowledged. If you require confirmation that your application has been received please enclose a stamped addressed envelope or telephone 01642 526992.

If you have not been contacted within 4 weeks of the closing date for receipt of applications, please assume that on this occasion your application has not been successful.

Senior Practitioner – Adults and Health

Vacancy ID: 007592

Salary: £34,538 - £40,057 Annually

Closing Date: 29/05/17

Benefits & Grade

Grade M

Grade N will be paid for successful candidate with AMHP status £37,306 - £40,057

Contract Details

Temporary until 31/10/17

Contract Hours

37 hours per week

Disclosure

The successful applicant will be subject to an Enhanced DBS check

Job Description

Stockton Adult Mental Health Team is based in Wessex house, Preston Business Park in Stockton and offers the opportunity to work with adults presenting with mental health problems and their carers using a person centred approach within the principles of Recovery focussed care.

The team is committed to promoting independence, choice and control and promoting Self Directed Support where people are eligible for social care services. The team works within a wider co-located team in a supportive multi-disciplinary environment.

We have an opportunity for a Social Worker (preferably with AMHP status) to have the experience of a management role within the Team. You will need to have an understanding of the needs of people with mental health and have an enabling person centred approach, which promotes independence and inclusion.

The key role of this post is to provide co-ordination and supervision to the Social Workers, Community Support Workers and administrative staff working within the Team as determined by the Team Manager. You will also be responsible for a complex caseload.

Due to the role requiring frequent travel between venues across the borough, a full driving licence and access to a motor vehicle is required for this role.

For detailed information on this role, please refer to the Job Description and Person Specification.

For a further informal discussion, please contact Gillian Garry, Team Manager on 01642 368600.

An online application form and further information is available from www.stockton.gov.uk/job-vacancies/. Alternatively you can contact Xentrall Recruitment Services, Tel: (01642) 526992 or email recruitment@xentrall.org.uk

Stockton-on-Tees Borough Council ensures that all customers, both internal and external receive a consistently high quality level of service.

ADULTS AND HEALTH JOB DESCRIPTION

Post Title: Senior Practitioner
Post Ref: 30587
Grade: M
Responsible to: Team Manager

Job Purpose:

Provide co-ordination and supervision to the Social Workers, Community Support Workers and administrative staff working within the team, as determined by the Team Manager.
To be responsible and carry a complex case load.

Main Duties and Responsibilities:

1. To undertake the role of Social Worker, as defined by the existing substantive job description and contract, with a reduced case load.
2. To assist with the co-ordination of the day to day work of the Social Workers employed within the Adult Mental Health Team, supporting the monitoring allocation of caseloads, ensuing appropriate cover of cases and providing responses to emergencies.
3. To provide formal and informal professional supervision on a regular basis to staff allocated by the Team Manager.
4. To assist the Team Manager with scrutiny of funding applications for care packages in liaison with the assessing practitioner(s), Contracts Section and service providers.
5. To adhere to all policies and procedures within the Social Services Department, including health/safety and risk management and Best Value.
6. To keep up to date with professional social work issues and the development of Best Practice.
7. To deputise for the Team Manager as and when required.
8. To enhance the departments image within the authority by promoting awareness of services and achievements and encourage greater participation.
9. To take reasonable care of your own health and safety and co-operate with management, so far as is necessary, to enable compliance with the authority's health and safety rules and legislative requirements.
10. To take an active role in recruitment and personal assessment of all employees for whom the post holder is directly responsible and ensure development and training requirements are continually met.
11. To work effectively within an integrated Team environment in which services from Health, Education and Social Care work closely together.

12. To assist in the training and development of staff and to undertake such personal training as may be deemed necessary to meet the duties and responsibilities of the post.
13. To actively participate in, or to chair meetings.
14. To ensure that all customers both internal and external, receive a consistently high quality level of service, commensurate to the standards required by Stockton-on-Tees Borough Council.
15. To participate within the AMHP rota (if AMHP) or if not AMHP to participate within the back up rota to the AMHP.
16. Stockton on Tees Children, Education and Social Care Department is a dynamic organisation, which recognises the need to respond flexibly to changing demands and circumstances. Whilst this job description provides a summary of functions and responsibilities of the post, this may need to be adapted or adjusted to meet changing circumstances. Such changes would be commensurate with the grading of the post.

Qualifications and Experience			
Criteria	Essential	Desirable	Method of Assessment
Qualifications and Education <ul style="list-style-type: none"> BA Social Work or equivalent, DipSW, CQSW, CSS Registered with the Health and Care Professional Council At least 3 years' experience Practice Teachers Qualification or equivalent Approved Mental Health Practitioner Post Qualifying Training /Award Advanced Safeguarding course BIA training completed 	X X	 X X X X X X	C C C C C C C
Experience and knowledge <ul style="list-style-type: none"> Relevant experience and application of Legislation and Guidance Effective use of procedures and practice guidance Multi-disciplinary working Individual assessments of need Undertaking capacity assessments and Best Interest Decisions. Care Management and personalisation agenda Developing packages of care Effective liaison with other agencies Recognition of quality service, ensuring appropriate monitoring of services for individuals takes place. Knowledge and experience of working with Client/Carer group Experience of Safeguarding Adult procedures Experience of supervising staff Experience of project work. Knowledge and experience of Mental Health and other health issues related to people with a learning disability. Knowledge and ability to maximise people's independence in different setting and environments. 	X X X X X X X X X X X X X	 X	AP I I I I I I I I I I I I I I

Skills <ul style="list-style-type: none"> • Assessment Skills • Ability to promote good working relationships with partner agencies • Well-developed interpersonal skills and to work as part of a dynamic team • Good communication/presentation skills, written and oral • Ability to work to deadlines • Ability to promote safe working practices • I.T. competent e.g. Outlook, Word • Ability to drive/travel independently • Organisational skills and abilities • Ability to work independently in a busy environment • Experience of change in a social work setting 	X X X X X X X X	 X X	AP I AP I AP I
Personal Attributes Team worker Reliable Motivated Due to the role requiring frequent travel between venues across the borough, a full driving licence and access to a motor vehicle is required for this role	X X X X		AP I R AP I R AP I R
Special Requirements Undertake a DBS check	X		C

Method of Assessment

AP	Application form	R	References
T	Tests	C	Certificates
I	Interview	D	Disclosure
P	Presentation		

Conditions of Service

General

Conditions of service will vary from service to service. However, there are some general points to cover.

Conditions of service generally are those contained in the appropriate National Joint Council Schemes but have been supplemented in a number of areas by locally agreed conditions. The relevant Handbooks are available for reference in all departments.

Office Hours

The normal working week is 37 hours. Council offices are generally open to the public from 8.30 a.m. to 5.00 p.m. (4.30p.m. on Friday). The majority of office staff are able to take part in the Councils flexible working hours scheme. Elsewhere, fixed hours or shift working may be operated according to the needs of a particular service.

Annual Leave

The basic annual leave entitlement is 26 days plus 8 public holidays. Employees with 5 years continuous service receive 31 days annual leave.

Sick Pay

Most employees are covered by the provisions of the nationally agreed sick pay schemes which allow periods of absence on half pay and full pay according to length of service.

Pension

You will automatically be entered into the Local Government Pension Scheme (LGPS) unless you choose to opt out. This is a contributory pension scheme and meets Government standards for automatic enrolment. If you do not opt out within three months of joining the LGPS, you will not be eligible to receive a refund of your contributions but will instead be given deferred benefits within the Scheme. If you decide to opt out of the Scheme your employment, earnings and age will be monitored in line with automatic enrolment guidelines.

Medical Examination

Before commencing your employment, you will need to complete a medical questionnaire and may be subject to a medical examination.

Probation

New entrants to Local Government will be required to complete a six month probationary period.

Equal Opportunities

The Council is working towards an environment where all employees, residents and service users receive equal treatment regardless of gender or gender reassignment, marital or civil partnership status, sexual orientation, age, disability, race, religion or belief, social origin, pregnancy and maternity.

Job Sharing

A voluntary Job Sharing Scheme is in operation. Applications to job share are welcome and there is no requirement for you to apply with a partner.

Payment of Salaries

Salaries are paid monthly on the last working day of the month. All payments are made by credit transfer direct to a nominated bank or building society.

Smoking Policy

The Council operates a No Smoking Policy.

Politically Restricted Posts

The Local Government and Housing Act 1989, as amended by the Local Democracy, Economic Development and Construction Act 2009 designate certain posts as politically restricted. If this is the case it will be detailed on the job description and means that you would be disqualified from being a member of a Local Authority, the House of Commons or of the European Parliament. Further information is available upon request.

Rehabilitation of Offenders Act 1974

Having a criminal record will not necessarily bar you from working for the Council. This will depend on the nature of the post and the circumstances and background of your offence(s). To assist the Council in determining the suitability of your employment, certain posts are subject to a DBS check. If this is the case an appropriate statement will appear in the recruitment advertisement.