

**Job Description**

**Job Title:** Social Worker

**Salary Grade:** Grade 7/8

**SCP:** 32 - 42

**Job Family:** People Care

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

**Directorate:** Children’s Social Care

**Job Ref No:** N/A

**Work Environment:** Next Steps Team

**Reports to:** Team Manager

**Number of Reports:** N/A

Your normal place of work will be at 32 West Sunnyside Sunderland, but you may be required to work at any Company recognised workplace.

This position requires an Enhanced Disclosure and Barring Service (DBS) Check.

**Purpose:**

To work with children and young people from age 15 upwards. To carry out Pathway Assessments and Produce Pathway Plans and care plans for Children who are part of the leaving care service. To undertake direct work with children and their families, carers and other professionals. To ensure that children and young people’s needs are met in appropriate placements and accommodations. To ensure that children and young people are safeguarded and work with partner agencies in relation to a range of needs including those where there is evidence of mental health issues, drug and alcohol issues and cases where there are concerns in relation to the child or young person going missing as well as involvement with Child Sexual Exploitation. To liaise with partner agencies, including adult services where appropriate to allow for timely transition.

To work in accordance with established policies and procedures of Together for Children and Sunderland Safeguarding Board in relation to the Leaving Care Act (2000).

**Key Responsibilities:**

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

To assess the needs of children and young people, leaving care and formulate appropriate Pathway and care plan to meet their needs, maintaining appropriate personal/professional boundaries.

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 pathway and 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 pathway and care plans, ensuring that the services being provided are meeting the assessed need and to ensure that any provisions remains within any agreed costs.

To prepare, record and maintain case records and other information in accordance with procedures and timescales.

To keep up to date with social work practice, and also to reflect and identify development and training needs to ensure continuous professional development.

To work within the Together for Children’s professional policy and procedures, and code of conduct.

To ensure effective and timely communication across Next Steps services, listen to and respond to the views and ideas of other professionals, stakeholders (particularly children and young people and their families) to ensure services are relevant, responsive and focused on meeting identified needs.

To champion diversity and equality.

**Statutory requirements:**

In line with the Together for Children’s Statutory Requirements, all employees should:

Comply with the principles and requirements of the Data Protection Act 1998 in relation to the management of Together for Children Sunderland’s records and information, and respect the privacy of personal information held by Together for Children Sunderland;

Comply with the principles and requirements of the Freedom in Information Act 2000;

Comply with the Together for Children Sunderland’s information security standards, and requirements for the management and handling of information;

Use information only for authorised purposes.

**Author**: Andrea Solomon

**Date**: November 2017



**Person Specification**

**Job Title: Social Worker, Assessment Team**

**Role Profile reference: PC3/PC4**

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| **Essential Requirements** | |
| The ability to share information, obtain information and have dialogue with others, either in writing, in person or over the telephone. | Interview |
| Educated to degree level with appropriate professional Social Work qualification i.e.  CSS/CQSW or DipSW, MA SW, BA Hons SW  And completion of ASYE first year. | Application form Interview |
| Current HCPC Registration. | Application form |
| Evidence of continuous professional development. | Application form Interview |
| **Experience of :**   * 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 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 and understanding of:**   * Social care legislation, with current safeguarding policies and procedures; * Children Act 1989 and 2004. | Application Form Interview |
| **Ability to:**   * Be able to work effectively within a busy team environment, be helpful and co-operative with others ; * Effectively risk manage within children’s service settings; * Manage priorities and work demands displaying initiative and creativity; * Effectively use a PC to write reports/assessments, record information or input data; * Be confident on challenging other professionals appropriately; * Self-motivated, resilient and committed to excellent social work practice; * Take ownership and responsibility arising from own and others’ case work appropriate to the level of the post; * Be willing to lead by example and promote excellence; * Reliable and self-reliant and to seek guidance when appropriate; * Meet the travel requirements of the post; * Work outside of normal working hours to meet the needs of the service. | Application form Interview |
| Commitment to Equal opportunities | Interview |

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**Date:** September 2017