



South Tyneside Council

CHILDREN, ADULTS AND HEALTH

JOB DESCRIPTION

POST TITLE:	Social Worker - Contact & Referral Team
GRADE:	Band 6/7 CG
RESPONSIBLE TO:	Team Manager - Contact & Referral Team
RESPONSIBLE FOR:	Undertaking a range of social work interventions in response to contacts and referrals to Children's Social Care

The team operates as the front door to Children's Social Care and as such is responsible for receiving, considering, prioritising and responding to all contacts and referrals. As a social worker you will be responsible for undertaking actions agreed by the Team Manager in response to contacts and referrals. This will typically involve undertaking assessments of children, young people and families and establishing plans to address identified need. Responsibility for cases will transfer to another part of the service following the establishment of the plan and as such the team's involvement with any individual case will be short term.

As a social worker you will have responsibility for an agreed caseload under the direction and support of the team manager and you will also have access to practice guidance and support from a senior Social Worker. The post holder will deliver direct support and intervention to children, young people and their families within a multi-agency context to maximise positive outcomes. The role will support the service achieve its goals of providing early support to children and families and ensuring children can safely remain within their own families and communities where ever this is in the child's best interests. As a practitioner you will be expected to establish effective relationships with children, young people and families, employ evidence based and outcome focussed interventions that are designed to ensure a positive journey through intervention and support for the child and family.

Overall Objectives of the Post:

1. To support the team / service deliver an appropriate, effective and timely response to all contacts and referral to Children's Social Care via a proportionate evidence based assessment and support package.
2. To help the service develop and deliver a range of social work led interventions to children, young people and their families that are relationship based, outcome focussed and compliant with legislation, research, guidance and best practice.
3. To help the team / service ensure that children, young people and their families receive support at the earliest opportunity that is based on an assessment of risk and resilience factors.
4. To develop and embed partnership working with children, young people and their families/carers and ensure that they understand the purpose of the intervention and that their views are valued and used to inform assessments and interventions.
5. To develop and embed multi-agency and multi-disciplinary approaches so that children, young people, their families receive holistic interventions that promote a positive journey though intervention and support.
6. To promote the safety, health and wellbeing of children and young people within their families and communities through the delivery of intensive support and interventions.

7. To ensure that a customer and user focus results in professional judgements that promote and are respectful of culture, language, ethnic origin, faith, gender, sexual orientation and disability, so that rights and responsibilities are respected.

Key Tasks of the Post:

1. To act as lead professional / key worker for an agreed caseload responsible for the delivery of effective and timely interventions to children, young people and their families in accordance with current legislation, guidance, procedures and priorities.
2. To undertake robust and clear assessments of need / risk with a view to establishing proportionate multi-agency support and intervention plans.
3. To ensure that the views of children, young people and their families are sought in advance of any formal meetings and to support their full contribution and engagement in assessment, planning and review processes.
4. To work in partnership with other team members and professionals to ensure that interventions are delivered holistically using Team around the Child/Family and Think Family approaches and deliver a positive journey for children / young people and families through intervention and support.
5. To attend and represent the Council within agreed formal processes such as Child Protection/Looked after reviews and at Court as required.
6. To ensure that record keeping and report writing is timely and accurate and fully compliant with the Council's ITC and recording systems and evidences the voice of the child / young person and their journey.
7. To take responsibility for ensuring individual practice is subject to continuous improvement and meets with local and national professional standards, including attending training and professional development events and activities relevant to the role and necessary for registration with the HCPC.
8. To participate in such activities as directed by the team manager that contribute to ongoing review and improvement of practice and service standards within a culture of learning and continuous improvement.
9. To work within the Council's scheme of delegation and authorisation and ensuring that all recommendations and decisions are brought to the attention of the designated manager
10. To manage time and resources in accordance with the Council's flexible working arrangements, undertaking interventions where appropriate outside of office hours.
11. To prepare for and attend supervision with the team manager and participate in an annual appraisal and PDP.

South Tyneside Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. Successful applicants will be required to produce an Enhanced Certificate of Disclosure from the Disclosure and Barring Service.

All employees have a responsibility to undertake training and development as required. They also have a responsibility to help, where appropriate and necessary, with the training and development of fellow colleagues.

All employees have a responsibility of care for their own and others health and safety.

The above list is not exhaustive and other duties may be attached to the post from time to time. Variation may also occur to the duties and responsibilities without changing the general character of the post.

Reference: CM/CL

Date: 16.02.17



South Tyneside Council

CHILDREN, ADULTS AND HEALTH

JOB DESCRIPTION

POST TITLE:	Social Worker - Supporting and Strengthening Families
GRADE:	Band 6/7 CG
RESPONSIBLE TO:	Team Manager - Supporting and Strengthening Families
RESPONSIBLE FOR:	Undertaking a range of social work interventions with children and young people in need and their families

The team has a wide remit across children in need, including those in need of care and protection. Its work will transfer in from the Contact & Referral Team either with a completed assessment and established plan or as the product of a new child protection enquiry. As a social worker you will be responsible for undertaking actions agreed by the Team Manager as set out in the established plan and in line with local procedures. This will include all stages of the child in need process, all stages of the child protection process and implementing, reviewing/updating the care plans of looked after children. The team will maintain responsibility for each individual case until it is ready to step down to the CAF pathway or when a permanency decision has been approved.

As a social worker you will have responsibility for an agreed caseload under the direction and support of the team manager and you will also have access to practice guidance and support from a Senior Social Worker. The post holder will deliver direct support and intervention to children, young people and their families within a multi-agency context to maximise positive outcomes. The role will support the service achieve its goals of providing early support to children and families and ensuring children can safely remain within their own families and communities where ever this is in the child's best interests. As a practitioner you will be expected to establish effective relationships with children, young people and families, employ evidence based and outcome focussed interventions that are designed to ensure a positive journey through intervention and support for the child and family.

Overall Objectives of the Post:

1. To support the team/service deliver an appropriate, effective and timely social work service for children in need, including those in need of care and protection.
2. To help the service develop and deliver a range of social work led interventions to children, young people and their families that are relationship based, outcome focussed and compliant with legislation, research, guidance and best practice.
3. To help the team/service ensure that children, young people and their families receive support at the earliest opportunity that is based on an assessment of risk and resilience factors.
4. To develop and embed partnership working with children, young people and their families/carers and ensure that they understand the purpose of the intervention and that their views are valued and used to inform assessments and interventions.
5. To develop and embed multi-agency and multi-disciplinary approaches so that children, young people, their families receive holistic interventions that promote a positive journey through intervention and support.
6. To promote the safety, health and wellbeing of children and young people within their families and communities through the delivery of intensive support and interventions.

7. To ensure that a customer and user focus results in professional judgements that promote and are respectful of culture, language, ethnic origin, faith, gender, sexual orientation and disability, so that rights and responsibilities are respected.

Key Tasks of the Post:

1. To act as lead professional/key worker for an agreed caseload responsible for the delivery of effective and timely interventions to children, young people in need and their families in accordance with current legislation, guidance, procedures and priorities.
2. To progress cases of children in need, including those in need of care and protection from the point of referral/transfer through to the point at which the cases is ready to step down to the CAF pathway or after a permanency decision has been approved.
3. To ensure all allocated cases are subject to appropriate review in relation to individual need and local and national policy and legislation and that the views of children, young people and their families are sought in advance of any formal meetings and to support their full contribution and engagement in assessment, planning and review processes.
4. To work in partnership with other team members and professionals to ensure that interventions are delivered holistically using Team around the Child/Family and Think Family approaches and deliver a positive journey for children/young people and families through intervention and support.
5. To attend and represent the Council within agreed formal processes such as Child Protection/Looked after reviews and at Court as required.
6. To ensure that record keeping and report writing is timely and accurate and fully compliant with the Council's ITC and recording systems and evidences the voice of the child/young person and their journey.
7. To take responsibility for ensuring individual practice is subject to continuous improvement and meets with local and national professional standards, including attending training and professional development events and activities relevant to the role and necessary for registration with the HCPC.
8. To participate in such activities as directed by the team manager that contribute to ongoing review and improvement of practice and service standards within a culture of learning and continuous improvement.
9. To work within the Councils scheme of delegation and authorisation and ensuring that all recommendations and decisions are brought to the attention of the designated manager
10. To manage time and resources in accordance with the Councils flexible working arrangements, undertaking interventions where appropriate outside of office hours
11. To prepare for and attend supervision with the team manager and participate in an annual appraisal and employee development.

South Tyneside Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. Successful applicants will be required to produce an Enhanced Certificate of Disclosure from the Disclosure and Barring Service.

All employees have a responsibility to undertake training and development as required. They also have a responsibility to help, where appropriate and necessary, with the training and development of fellow colleagues.

All employees have a responsibility of care for their own and others health and safety.

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Reference: CM/CL

Date: 16.02.17



South Tyneside Council

CHILDREN, ADULTS AND HEALTH

JOB DESCRIPTION

POST TITLE:	Social Worker - Integrated Looked After Team
GRADE:	Band 6/7 CG
RESPONSIBLE TO:	Team Manager - Integrated Looked After Team
RESPONSIBLE FOR:	Undertaking a range of social work interventions with children and young people in need and their families

The teams provide support and interventions for children and young people for whom a permanency decision has been agreed whether through adoption, long term fostering / residential care or a return home. Social workers within the team will also have responsibility for supporting young people leaving care achieve a successful transition to adulthood. Their work will transfer in from the Strengthening & Supporting Families Teams team with a completed assessment and an established permanency plan.

As a social worker you will be responsible for undertaking actions agreed by the Team Manager as set out in the established plan and in line with local procedures. You will have responsibility for an agreed caseload under the direction and support of the team manager and you will also have access to practice guidance and support from a Senior Social Worker. The post holder will deliver direct support and intervention to children, young people and their families within a multi-agency context to maximise positive outcomes. The role will support the service achieve its goals of providing early support to children, young people and families and ensuring children / young people can safely remain within or return to their own families and communities where ever this is in the child's best interests. As a practitioner you will be expected to establish effective relationships with children, young people and families, employ evidence based and outcome focussed interventions that are designed to ensure a positive journey through intervention and support for the child and family.

Overall Objectives of the Post:

1. To help ensure that the team / service is able to deliver and co-ordinate successful and appropriate permanency and path way plans for looked after children and young people leaving care that are of the highest quality, evidence based and outcome focussed.
2. To support the team / service deliver an appropriate, effective and timely social work service for children in care and leaving care and for those achieving permanence within their own families and communities.
3. To help the service develop and deliver a range of social work led interventions to children, young people and their families that are relationship based, outcome focussed and compliant with legislation, research, guidance and best practice.
4. To help the team / service ensure that children, young people and their families receive support at the earliest opportunity that is based on an assessment of risk and resilience factors.
5. To develop and embed partnership working with children, young people and their families/carers and ensure that they understand the purpose of the intervention and that their views are valued and used to inform assessments and interventions.
6. To develop and embed multi-agency and multi-disciplinary approaches so that children, young people, their families receive holistic interventions that promote a positive journey though intervention and support.

7. To promote the safety, health and wellbeing of children and young people within their families and communities through the delivery of intensive support and interventions.
8. To ensure that a customer and user focus results in professional judgements that promote and are respectful of culture, language, ethnic origin, faith, gender, sexual orientation and disability, so that rights and responsibilities are respected.

Key Tasks of the Post:

1. To act as lead professional / key worker for an agreed caseload responsible for the delivery of effective and timely interventions to children, young people in or leaving the looked after system in accordance with current legislation, guidance, procedures and priorities.
2. To help ensure the implementation of successful permanency plans through the most appropriate legal and care pathway and the successful implementation of plans for those leaving care, including Personal Adviser responsibilities for those facing particular complexities in making the transition to adulthood, and those care leavers termed 'relevant'.
3. To ensure all allocated cases are subject to appropriate review in relation to individual need, local and national policy and legislation and that the views of children, young people and their families are sought in advance of any formal meetings to support their full contribution and engagement in assessment, planning and review processes.
4. To work in partnership with other team members and professionals to ensure that interventions are delivered holistically using Team around the Child/Family and Think Family approaches and deliver a positive journey for children / young people and families through intervention and support.
5. To attend and represent the Council within agreed formal processes such as Child Protection/Looked after reviews and at Court as required.
6. To ensure that record keeping and report writing is timely and accurate and fully compliant with the Council's ITC and recording systems and evidences the voice of the child / young person and their journey.
7. To take responsibility for ensuring individual practice is subject to continuous improvement and meets with local and national professional standards, including attending training and professional development events and activities relevant to the role and necessary for registration with the HCPC.
8. To participate in such activities as directed by the team manager that contribute to ongoing review and improvement of practice and service standards within a culture of learning and continuous improvement.
9. To work within the Council's scheme of delegation and authorisation and ensuring that all recommendations and decisions are brought to the attention of the designated manager
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11. To prepare for and attend supervision with the team manager and participate in an annual appraisal and PDP.

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Reference: CJ/CL

Date: 16.02.17