

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.

Social Worker

Vacancy ID: 006905

Salary: £26,470 - £38,052 Annually

Benefits & Grade

Grade J-M

A **'Golden Hello' of up to £10,000** will be offered to applicants joining Stockton Borough Council as a new employee who can evidence substantive experience in Child Protection work.

Contract Details

Permanent

Contract Hours

37 hours per week

Disclosure

The successful applicant will be subject to an enhanced DBS check

Interview Date

Applications will be reviewed on a regular basis and interviews will be held accordingly.

Job Description

As a high performing Local Authority we are constantly improving our services for children, young people and their families within Stockton-on-Tees. As part of this improvement process we have recently appointed Deputy Team Managers to offer additional support to Team Managers and Social Workers. Due to these appointments we are seeking to recruit further highly motivated Social Workers to both our Assessment and Fieldwork Teams who will be committed to providing excellent outcomes for children and young people.

In our recent Ofsted Inspection we were judged as 'Good' the inspection identified positive feedback regarding our commitment to children, young people and their families and acknowledged that staff working in our service feel valued and supported and wished to remain within our Children's Social Care Service.

We offer a package of support to help with the demands of the day to day job including designated admin provision to reduce demands on Social Work time, a contracted resource provider to facilitate supervised contacts, workload management system, IT access to allow staff to work from home and secondment opportunities.

We offer a range of employee benefits including:

- Flexible working hours
- Free on-site office car parking at Stirling House
- Retention initiatives
- Payment of HCPC registration
- Additional annual leave purchase scheme
- Childcare voucher scheme to automatically save on tax and National Insurance
- Free Tees Active Leisure Card giving discounts on leisure activities
- Bus and train discounts

- Car lease scheme
- Cycle to work scheme
- Competitive salaries
- Local Government pension scheme
- £10,000 'Golden Hello' (subject to experience)
- 26 - 31 days holiday (depending on service), plus 8 public bank holidays
- Free physiotherapy and counselling support

This post is open to experienced Social Workers only, applicants must evidence the skills and ability to confidently assess and manage situations where there are Child Protection issues and high levels of need. In return we offer a supportive team environment; are committed to continuous professional development and offer regular supervision and an annual appraisal.

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

Please ensure you refer to the essential and desirable criteria detailed in the Person Specification when completing your application as they are used to select candidates for interview.

For a further informal discussion, please contact Maria Murrell, Service Manager on 01642 527463.

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.

CHILDREN'S SERVICES JOB DESCRIPTION

Post Title: Social Worker
Post Ref: 12987
Grade: J-M
Responsible to: Team Manager

Job Purpose:

To provide a comprehensive Social Work service to Children and Families across the Stockton Borough

Main Duties and Responsibilities:

1. To be committed to safeguarding the residents of Stockton-on-Tees, ensuring that all safeguarding procedures are adhered to.
2. To undertake and participate in risk assessments and risk management strategies, and to refer to other agencies where appropriate.
3. To undertake statutory duties as required, e.g. compile reports, attend courts, attend mental health tribunals.
4. To undertake comprehensive assessments of need in conjunction with appropriate staff from other teams and/or agencies in accordance with agreed policies, procedures and guidelines.
5. To formulate and design appropriate care plans to meet identified needs in line with agreed policies and budgetary provision.
6. To identify suitable providers and to arrange the delivery of appropriate care packages. To identify and feedback to the Team Manager any service provision deficiencies.
7. To provide appropriate social work to individuals and families as required.
8. To ensure that individual professional standards are maintained, including full compliance with policy and procedural guidelines and accepting primary responsibility for the level and quality of casework recording.
9. To feed back to the team manager any problems in relation to the effective provisions of service and/or policies.
10. To work effectively within an integrated Team environment in which services from Health, Education and Social Care work closely together.
11. To actively participate in, or to chair meetings.
12. To work closely with the Voluntary and independent sector.
13. To take reasonable care of your own health and safety and cooperate with management, so far as is necessary, to enable compliance with the authority's health and safety rules and legislative requirements.

14. To undertake such personal training as may be deemed necessary to meet the duties and responsibilities of the post.
15. To enhance the departments image within the authority by promoting awareness of services and achievements.
16. To undertake such other duties and responsibilities commensurate with the grading of the post.
17. 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
18. 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

**CHILDREN'S SERVICES
PERSON SPECIFICATION**

Post Title: Social Worker
Post Ref: 12987

FACTOR	ESSENTIAL	DESIRABLE
Qualification	<p>A recognised Social Work Qualification for e.g. DipSW or CQSW</p> <p>Registered with the Health Care Professionals Council</p> <p>Level J – have successfully undertaken or will successfully undertake the ASYE program</p> <p>Level K and above – to have completed the AYSE/NQSW programme if appropriate.</p> <p>Positive enhanced DBS clearance</p>	
Experience/knowledge	<p>Working knowledge of all legislation relevant to the post.</p> <p>Knowledge of how key agencies work together in supporting individuals and families</p> <p>A general knowledge of the Governments current aims and initiatives, and how these influence practice.</p>	
Skills/abilities	<p>Effective interpersonal skills</p> <p>Proven ability to work in partnership</p> <p>Ability to communicate effectively with both children and adults – including with those who have communication difficulties</p> <p>Proven assessment skills</p> <p>Experience of developing care plans and implementing care packages</p> <p>Ability to work alone or as part of a team, using own initiative where appropriate</p> <p>Ability to work within timescales and to</p>	

	meet target	
Other (e.g. attitudes, interests, etc)	Ability to work alone and as part of a team Good organisational skills and IT skills Have a positive attitude	Promote a social model of disability

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.