

Job profile

Social Worker

Grade I/J

Group: Care, Wellbeing and Learning
Service: Adult Social Care – Assessment and Care Management
Location: Civic Centre
Line Manager: Senior Practitioner / Team Manager
Car User Status: Casual

The key roles of this post will include:

1. To undertake a range of assessments with adults and/or their carers including initial assessments, complex/further assessments; in order to identify levels of need in relation to Care Act 2014 eligibility criteria. NB The nature of these assessments will be dependent upon the specific team in which the post holder works and will take place in a variety of settings including the community, hospital setting and residential/nursing placements.

2. Where appropriate to undertake additional assessments for instance; mental capacity assessments, best interest assessments and risk assessments - to be undertaken in accordance with relevant legislation i.e. Mental Capacity Act 2005.

3. To have an active caseload commensurate with area of work and the experience and skill level of the post holder - this will be identified in relation to the Professional Capabilities Framework and the Local Authority's own policies.

4. To undertake reviews of cases to ensure that the adult/carer continues to be eligible for services provided by the Local Authority and that these services are the most appropriate resource to meet these eligible needs.

5. To participate in and undertake duty functions which may include responding to urgent referrals as and when is required.



6. To identify a range of packages of care that will meet the adult's/carer's eligible need and ensure the Local Authorities budget is spent appropriately. In relation to this, the post holder is expected where appropriate to support the use of Direct Payments and Self Directed Support.

7. To chair meetings including; case conferences, safeguarding meetings and other meetings as directed by the Line Manager.

8. To prepare and present a range of reports, for example, for the Court of Protection, Mental Health Act Tribunals, Safeguarding Adult enquiries, planning meetings and reviews.

9. To undertake mandatory and other training as required by the Local Authority and in some circumstances as identified by the Line Manager.

10. To contribute to the development of other workers including; students, newly qualified Social Workers and staff who are developing their practice.

11. To work in an effective partnership with other agencies and professionals

12. To act at all times in a professional manner and follow the code of professional conduct. Social Workers must adhere to the HCPC codes of practice, continued professional development and take responsibility for maintaining their professional registration.

13. Ensure that Health and Safety responsibilities are carried out in accordance with the Council/Service health and safety policy and procedures.

14. Such other responsibilities allocated which are appropriate to the grade of the post. Due to the nature of the role this may include working across teams and locations and outside of standard working hours.



Knowledge & Qualifications

Essential:

Knowledge

- Knowledge of relevant legislation including: Care Act 2014, Safeguarding Adults legislation, policy and guidance, Mental Capacity Act 2005 and Deprivation of Liberty Safeguards. The ability to interpret this legislation and apply it to practice while adhering to the Local Authority's statutory responsibilities
- The ability to analyse information, assess risk and levels of need in line with eligibility criteria.
- The management and organisation of workload including the ability to appropriately prioritise tasks and manage competing demands
- Excellent IT skills
- Excellent communication skills
- The ability to work as a team member but also to use own initiative
- A commitment to anti-oppressive practice and equal opportunities
- The maintenance of the Local Authority's social care database including the accurate recording of case observations

Experience

- Experience of working with adults (and carers) who have physical disabilities, mental health needs and learning disabilities
- Experience of undertaking assessments, applying relevant criteria and where necessary identifying appropriate services to meet eligible needs
- Experience of managing risk and being involved in the safeguarding process

Qualifications

- Social Work qualification or equivalent i.e. MA or BA in Social Work, Dip SW CQSW or CSS.
- Current registration with the HCPC
- A commitment to continuous professional development
- A willingness to undertake relevant training as required by the Local Authority
- Current driving licence and access to a car or means to mobility support

Desirable:

Knowledge

- Knowledge of the specific needs of adults with mental or physical health needs or learning disabilities



Experience

- Multi-disciplinary working across a range of client groups including adults who experience Autism

Qualifications

- Accredited post qualifying training relevant to the role of Social Worker



Competencies

Customer Focus	Puts the customer first and provides excellent service to both internal and external customers
Communication	Uses appropriate methods to express information in a clear and concise way to make sure people understand
Team Working	Works with others to achieve results and develop good working relationships
Making things happen	Takes responsibility for personal organisation and achieving results
Flexibility	Adapts to change and works effectively in a variety of situations
Learning and Development	Actively improves by developing and applying new skills and knowledge and learns from past experiences