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| Stockton-on-Tees Borough Council | **JOB DESCRIPTION** |
| **Directorate: Adults and Health** | **Service Area: Older People Mental Health** |
| **JOB TITLE: Senior Practitioner** |
| **GRADE: M** |
| **REPORTING TO: Team Manager** |
| **1.** | **JOB SUMMARY:** Provide co-ordination and supervision to the Social Workers, Assistant Care Co-ordinators and administrative staff working within the team, as determined by the Team Manager. To be responsible and carry a complex case load. |
| **2.** | **MAIN RESPONSIBILITIES AND REQUIREMENTS** |
|  | 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 Older people Mental Health, 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 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 | Stockton on Tees Children Adults and Health 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. |
| **3.** | **GENERAL** |
| **Job Evaluation -** This job description has been compiled to inform and evaluate the grade M using the NJC Job Evaluation scheme as adopted by Stockton Council. |
| **Other Duties -** The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties from time to time within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder. |
| **Workforce Culture and supporting behaviours and Code of Conduct –** The post holder is required to carry out the duties in accordance with Workforce Culture and supporting behaviours, code of conduct, professional standards and promote equality and diversity in the workplace.**Shaping a Brighter Future –** The post holder will embrace the Council’s “Shaping a Brighter Future” programme.**Personal Development** –As defined by the Council’s Culture Statement, all employees will take responsibility for their own development **Customer Services –** The post holder is required 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.**Policies and Procedures –** The post holder is required to adhere to all Council Policies and Procedures. |
| **Health and Safety –** The post holder has a responsibility for their own health and safety and is required to carry out the duties in accordance with the Council Health and Safety policies and procedures.**Safeguarding –** All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Stockton Council’s Safeguarding Policy. In addition employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.  |

**Job Description dated 2020**



**PERSON SPECIFICATION**

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| Job Title/Grade | **Senior Practitioner**  | **Grade M** |
| Directorate / Service Area | **Adults and Health** | **Older People Mental Health** |
| Post Ref:  | **POS004796** |

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|  | **ESSENTIAL** | **DESIRABLE** | **MEANS OF ASSESSMENT** |
| **Qualifications**  | * BA Social Work or equivalent, DipSW, CQSW, CSS
* Registered with Social Work England
* At least 3 years’ experience
* Practice Teachers Qualification or equivalent
* Post Qualifying Training /Award
* Advanced Safeguarding course
 | * BIA training completed
* Approved Mental Health Practitioner or willing to undertake training
 | Application form / Certificates  |
| **Experience** | * 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
 |  | Application / Interview |
| **Knowledge & Skills** | * Knowledge and experience of Mental Health and other health issues
* Working knowledge of the Care Act
* Working knowledge of the Mental Health Act
* Working knowledge of the Mental Capacity Act
* 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
* Organisational skills and abilities
 | * Knowledge and ability to maximise people’s

Independence in different setting and environments* Ability to work independently in a busy environment
* Experience of change in a social work setting
 | Application / Interview |
| **Specific behaviours relevant to the post** | * Demonstrate the Council’s Behaviours which underpin the Culture Statement
 |  | Application / Interview |
| **Other requirements** | * 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
 |  | Application / Interview / References |

**Person Specification dated 2020**