**JOB DESCRIPTION**

**CHILDREN’S AND JOINT COMMISSIONING SERVICES**

**JOB TITLE:** SOCIAL WORKER (Through Care Team)

**DIVISION:** CHILDREN’S & JOINT COMMISSIONING SERVICES

**GRADE:** BANDS 10 – 12

**RESPONSIBLE TO:** THROUGH CARE TEAM MANAGER

**POST REFERENCE:**  102131

**Purpose of Post**

The purpose of the post is to provide a comprehensive service to Looked After Children and those leaving care to prepare them for a successful adult life.

All staff will be expected to consider their role in the context of the objectives that the Department is working towards and to contribute constructively to the continuous improvement, performance management and best value culture and also the interagency context of the Department’s work.

**Key Relationships**

All staff will be expected to promote team working within their particular staff group/service area but also across the Department as a whole, with corporate colleagues, with staff from other agencies and representative groups and working with elected Members as appropriate.

Additionally, key relationships for this post will be:

* Team Managers
* Social Workers
* Workers from targeted/preventative services
* Administrative staff
* Service Users
* Colleagues from other agencies

**Main Duties and Responsibilities**

1. To ensure that looked after children and young people are visited, supported and encouraged to achieve their potential during and following their period in care.

2. To carry out social work duties and tasks in accordance with the policy and procedures of the department and standards set down in law, guidance and regulations.

3. To work with members of the public and other agencies/departments to assess needs, risks and eligibility for services; to agree Care Plans and to arrange and deliver services.

4. To work effectively with children, young people and their families, carers and foster carers and ensure that their views are taken into account throughout the assessment, planning and review process.

5. To ensure that all necessary information regarding individual children and their families is input appropriately into the Integrated Children’s System in accordance with specified standards.

6. To feedback to the team manager any problems in relation to the effective provision of services and/or policies.

7. To support and facilitate group work and activities e.g. Children in Care Council, group activities and celebratory events.

8. Any other duties of a related nature which might reasonably be required and allocated by the team manager

Changes

Over time Council services change and develop. This can impact upon the main duties and responsibilities of the role, and subsequently the post holder, who will be required to adapt. Any changes will be appropriate to the grading of the post and will be made in discussion with the post holder.

Date: June 2019

**HARTLEPOOL BOROUGH COUNCIL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. IF THIS POST IS SUBJECT TO SAFER RECRUITMENT MEASURES THEN A DISCLOSURE AND BARRING SERVICE (DBS) CHECK WILL BE REQUIRED.**