# **PERSON SPECIFICATION: Social Worker POST REFERENCE: SR-107474**

**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.**

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| REQUIREMENTS | ESSENTIAL CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) | DESIRABLE CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) |
| * **Educational/vocational/ occupational qualifications and/or training** * **Specific qualifications (or equivalents)** | CSS/CQSW/DipSW / Social Work Degree (F) work or any other Social Work qualification that permits registration with the Health Care Professions Council as a Social Worker.  Registered with Social Work England as a Social Worker (F | ASYE qualification (F)  BIA qualification (F) |
| * **Work or other relevant experience** | Experience of working in a Care Management (F)  Experience of multi-disciplinary team working (F) (I)  Demonstrate a sound knowledge of roles and responsibilities within Adult Social Care. (I)  Evidence of ability to deal effectively with enquiries from members of the public or other agencies (I)  Experience of working with adults with mental health issues and/or dementia. (F) (I)  Proven ability to develop and maintain IT systems to provide timely management information (I)  Proven ability to work effectively as part of a team (I) (R)  Demonstrates ability to record information accurately (I) (R) | Experience in using a Social Care Record (F) (I).  \*Carefirst system or similar for adult social care recording  Experience of working in a Supervisory role (F) |
| **ESSENTIAL/DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** | | |

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| REQUIREMENTS | ESSENTIAL CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) | DESIRABLE CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) | |
| * **Skills, abilities, knowledge and competencies** | Relevant Legislation (I)  Assessment Framework (I)  Policies, procedures in relation to adult social care and safeguarding (F) (I).  Care Management Cycle (I)  Competent at inputting information on to electronic based information systems and in using a variety of I.T systems. (I) (R)  Time management and ability to priorities (I)  The ability to be a reflective practitioner (I) | tieodeo  Relevant Legislation (I)  Assessment Framework (I)  Policies, procedures in relation to adult social care and safeguarding (F) (I).  Care Management Cycle (I)  Competent at inputting information on to electronic based information systems and in using a variety of I.T systems. (I) (R)  Time management and ability to priorities (I)  The ability to be a reflective practitioner (I) | |
| * + **General competencies** | Car Owner / Driver.  Able to demonstrate developed written and verbal communication skills (I)  Commitment to equal opportunities and ability to promote anti discriminatory practice (I) (T)  Evidence of ability to work effectively in partnership as part of a Team (I) |  | |
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**On-going Training Requirements**

The post holder will be required to undertake the following mandatory/essential training at the frequency indicated.

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| **Mandatory/Essential Training** | **Frequency** |
| Information Governance  Cyber Awareness  BIA update | Yearly  Yearly  Yearly |

Please note all appointments within Hartlepool Borough Council are subject to a declaration of medical fitness by the Council’s Occupational Health Service (having made reasonable adjustments in line with the Equality Act (2010) where necessary.