

**Job Description**

**Job Title:** Social Worker

**Salary Grade:** Grade 7/8

**SCP:** 26 - 36

**Job Family:** People Care

**Job Profile:** PC 3/PC 4

**Directorate:** Children’s Services

**Job Ref No:** N/A

**Work Environment:** Connected Carer Team

**Reports to:** Team Manager

**Number of Reports:** N/A

Your normal place of work will be at the Sandhill Centre, Sunderland, but you may be required to work at any Company recognised workplace.

This position requires an Enhanced Disclosure and Barring Service (DBS) Check.

**Purpose:**

To be responsible for assessing, supervising, training and supporting Connected Carers with the children generally in their care. This includes promoting Together for Children’s values, qualities and standards, to ensure a professional service, with the aim of achieving improved outcomes and experiences for children and young people, whilst working in the legislative and regulatory framework.

**Key Responsibilities:**

To undertake assessments of Connected Carers as required by Together for Children (TFC) using the relevant documentation and presenting this to the Fostering Panel.

To prepare reports as required for other forums.

To work within Court processes.

To assess, train and support both prospective and approved Connected Carers.

To manage a caseload of approved Connected Carers.

To liaise appropriately with social work teams and other professional services as required.

Undertake Connected Carer reviews (as required) and take these to the Fostering Panel in accordance with TFC policies and procedures.

To help Connected Carers to assist children and young people to understand to their birth history and issues from their past.

To help Connected Carers deal with issues arising from the cared for arrangement, such as finance, contact and managing behavioural issues.

Ensure Connected Carers understand and fully implement the child’s Care Plan.

Attend Reviews of children and young people in the care of Connected Carers, Child Arrangement Meetings and any other meetings where required.

Report any concerns relating to the work undertaken to an appropriate manager.

To assist with the development and delivery of on-going training for Connected Carers and to participate in support and developmental events and activities.

To develop and maintain relationships with Connected Carers, placing authorities, and other professional organisations as required.

To complete Special Guardianship Order (SGO) assessments / support plans and to present these to the Special Guardianship Order Panel.

To undertake support to families once the SGO has been made and to compile support assessments.

To undertake viability assessments regarding prospective Connected Carers.

To undertake any other reasonable duties as required by the service or as requested by your line manager.

Flexible working hours are essential. Commitment to some weekend work and unsocial hours is required to support Connected Carers, Connected Carer training, and children and young people.

To prepare, record and maintain case records and other information in accordance with child protection procedures and timescales.

To keep up to date with social work practice, and also to reflect and identify development and training needs to ensure continuous professional development.

To work within the Together for Children’s professional policy and procedures, and code of conduct.

To champion diversity and equality.

**Statutory requirements:**

In line with the Together for Children’s Statutory Requirements, all employees should:

Comply with the principles and requirements of the General Data Protection Regulation (GDPR) in relation to the management of Together for Children Sunderland’s records and information, and respect the privacy of personal information held by Together for Children Sunderland.

Comply with the principles and requirements of the Freedom in Information Act 2000.

Comply with the Together for Children Sunderland’s information security standards, and requirements for the management and handling of information.

Use information only for authorised purposes.

The postholder must carry out his or her duties with full regard to Together for Children Equal Opportunities Policy, Code of Conduct and all other policies.

The postholder must comply with Together for Children Health & Safety rules and regulations and with Health & Safety legislation

**Author**: Viv Sear

**Date**: 2.12.21



**Person Specification**

**Job Title: Social Worker, Connected Carers Team**

**Role Profile reference: PC3/PC4**

|  |
| --- |
| **Essential Requirements**  |
| **Qualifications:*** Educated to degree level with appropriate professional Social Work qualification i.e. CSS/CQSW or DipSW, MA SW, BA Hons SW and completion of ASYE first year.
* Current SW England Registration.
* Evidence of continuous professional development.
* Current driving licence and access to a car, or means to mobility support.
 | Application Form Interview |
| **Experience of :*** Statutory social work with children and families in a statutory or third sector setting and ideally in Fostering;
* Working across agencies promoting understanding and good practice in relation to children’s safeguarding;
* Applying principles of child care legislation relating to child protection, cared for children and the provision of services to children in need;
* Providing direct professional social work to children and their families;
* Managing an allocated caseload; planning and organising workloads;
* Working in partnership with service users, carers service providers and other professionals;
* Handling problems and difficult situations calmly and sensitively.
 | Application Form Interview |
| **Knowledge and understanding of:*** Social care legislation, with current safeguarding policies and procedures, Fostering Standards and standards relating to the provision of kinship care arrangements;
* Children Act 1989 and 2004.
 | Application Form Interview |
| **Ability to:*** The ability to share information, obtain information and have dialogue with others, either in writing, in person or over the telephone.
* Be able to work effectively within a busy team environment, be helpful and co-operative with others ;
* Effectively risk manage within children’s service settings;
* Manage priorities and work demands displaying initiative and creativity;
* Effectively use a PC to write reports/assessments, record information or input data;
* Be confident on challenging other professionals appropriately;
* Self-motivated, resilient and committed to excellent social work practice;
* Take ownership and responsibility arising from own and others’ case work appropriate to the level of the post;
* Be willing to lead by example and promote excellence;
* To work towards the development of support and training opportunities to Connected Carers and Special Guardians;
* To be positive about the ongoing development of the Connected Carer’s Team;
* Introduce new ways of working, particularly adopting innovative and flexible methods;
* Reliable and self-reliant and to seek guidance when appropriate;
* Meet the travel requirements of the post;
* Work outside of normal working hours to meet the needs of the service.
 | Application form Interview  |
| Commitment to Equal opportunities  | Interview |

**Author:** Viv Sear

**Date:** 2.12.21