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| **Job Description** | |
| **Post title** | Social Worker / Senior Social Worker |
| **JE Reference No** | A5140 / A5844 |
| **Grade** | Grade 9 Social Worker Pre-Progression  Grade 11 Senior Social Worker Post-Progression  Plus £2,500 temporary recruitment/retention allowance in Families First Teams which is paid to post-ASYE Social Workers only. Allowances are in relation to permanent appointments only |
| **Service** | Children and Young Peoples Services |
| **Service Area** | Children’s Social Care, Families First Service |
| **Reporting to** | Team Manager within Childrens Services |
| **Location** | An approved team location, but you may be required to work at any Council workplace within County Durham |
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| **DBS** | This post is subject to an Enhanced Disclosure |
| **Flexitime** | This post is eligible for flexitime |
| **Politically restricted** | This post is not designated as a politically restricted post in accordance with the requirements of Section 1(5) of the Local Government and Housing Act 1989 and by regulations made from time to time by the Secretary of State |

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| **Description of role** |

Social workers in Children’s Services work with our most vulnerable children, young people and families. Their expertise supports families, helps keep children safe and enables them both to thrive.

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| **Duties and responsibilities** |

Listed below are the expectations of a social worker in Children’s Services. These link to the Knowledge and Skills Statement for Child and Family Social Work.

* Communicate clearly and sensitively, building effective relationships with children, young people and families and other professionals. Listen to their views and enable their full participation in assessment, planning, and review.
* Build and maintain high quality and appropriate professional relationships with children, young people and families to enable positive change to take place. Support children, young people and families even they are angry, hostile and resistant to change. Manage tensions between parents, carers and family members, in ways that show persistence, determination and professional confidence.
* Promote optimal child development and be alert to signs that may indicate that the child is not meeting key developmental milestones, has been harmed or is at risk of harm.
* Identify the impact of adult mental ill health, substance misuse, domestic abuse, physical ill health and disability on family functioning, social circumstances and child development.
* Carry out in-depth and ongoing family assessment of social need and risk to children, with particular emphasis on parental capacity and capability to change. Ensure that the voice of the child is heard, and that families and partner agencies contribute in a meaningful way to the assessment.
* Make realistic, child centred, plans within a review timeline, which will manage and reduce identified risks and meet the needs of the child. Ensure that children, young people and families, and partner agencies participate fully.
* Produce well argued, focused, and jargon free case notes, plans and reports e.g. single assessments and court reports. Present a clear analysis and a sound rationale for actions and conclusions.
* Evaluate and review the development and progress of children, young people and their families against the agreed plan, monitor their changing needs and evaluate impact. Amend plans as and when necessary.
* Social workers working in Child Protection and Disability services, Families First and Looked After Services will also lead the investigation of allegations of significant harm to children in consultation with other professionals and practice supervisors.
* Use the law, regulatory and statutory guidance to inform practice decisions. Make use of the best evidence from research to inform the complex judgements and decisions needed to support families and protect children.
* Be accountable for, and review own practice using supervision and reflective practice. Seek advice from a range of sources. Discuss, debate, reflect upon and test hypotheses.
* Maintain personal and professional credibility through effective working relationships with peers, managers and leaders both within the profession, throughout multi-agency partnerships and public bodies, including the family courts.
* Participate in developments to improve the quality of the service and improve outcomes for children, young people and families.
* Share learning with colleagues by mentoring, coaching, and reflective discussion.
* Maintain registration with Social Work England and adhere to the Social Work England standards of conduct, performance and ethics, and standards for continuing professional development.

Note: The postholder will be required to work flexibly to meet the needs of children, young people and their families which may include the need for some weekend working.

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| **Organisational responsibilities** |

* **Values and behaviours**

To demonstrate and be a role model for the council’s values and behaviours to promote and encourage positive behaviours, enhancing the quality and integrity of the services we provide.

* **Smarter working, transformation and design principles**

To seek new and innovative ideas to work smarter, irrespective of job role, and to be creative, innovative and empowered. Understand the operational impact of transformational change and service design principles to support new ways of working and to meet customer needs.

* **Communication**

To communicate effectively with our customers, managers, peers and partners and to work collaboratively to provide the best possible public service. Communication between teams, services and partner organisations is imperative in providing the best possible service to our public.

* **Health, Safety and Wellbeing**

To take responsibility for health, safety and wellbeing in accordance with the council’s Health and Safety Policy and procedures.

* **Equality and diversity**

To promote a society that gives everyone an equal chance to learn, work and live, free from discrimination and prejudice and ensure our commitment is put into practice. All employees are responsible for eliminating unfair and unlawful discrimination in everything that they do.

* **Confidentiality**

To work in a way that does not divulge personal and/or confidential information during the course of their work and follow the council’s policies and procedures in relation to data protection and security of information.

* **Performance management**

To promote a culture whereby performance management is ingrained and the highest of standards and performance are achieved by all. Contribute to the council’s Performance and Development Review processes to ensure continuous learning and improvement and to increase organisational performance.

* **Quality assurance (for applicable posts)**

To set, monitor and evaluate standards at individual, team and service level so that the highest standards of service are delivered and maintained. Use data, where appropriate, to enhance the quality of service provision and support decision making processes.

* **Management and leadership (for applicable posts)**

To provide vision and leadership to inspire and empower all employees so they can reach their full potential and contribute to the council’s values and behaviours. Managers and leaders must engage in personal development to ensure they are equipped to lead transformational change; always searching for better ways to do things differently to meet organisational changes and service priorities.

* **Financial management (for applicable posts)**

To manage a designated budget, ensuring that the service achieves value for money in all circumstances through the monitoring of expenditure and the early identification of any financial irregularity.

The above is not exhaustive and the post holder will be expected to undertake any duties which may reasonably fall within the level of responsibility and the competence of the post as directed by your manager.

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| Person specification | | |
|  | Essential | Desirable |
| Qualifications | * Degree in social work **or** equivalent social work qualification, e.g. Post Graduate Diploma in Social Work (PDDipSW) Certificate of Qualification in Social Work (CQSW), Diploma in Social Work (DipSW), Certificate in Social Services (CSS) * Current Social Work England Registration * Successful completion of the Assessed and Supported Year in Employment (ASYE) | * Post qualification modules in social work e.g. Practice Educator Award, Consolidation Module |
| Experience | * Building effective relationships with children, young people and families * Production of focused, and jargon free written case notes and reports, supported by clear analysis and a sound rationale for actions * Working effectively with professionals from a diverse range of organisations * Using initiative to organise own workload * Using policies and procedures in social work practice * Using IT to support effective working * Application of legislation and national standards relevant to the role | * Care planning for children in need or in need of protection * Direct work with families who have complex and multiple needs * Using child observation skills, genograms, ecomaps, chronologies and other evidence-based tools to develop assessments * Solution focussed, strength based, motivational methods of direct work, assessment and intervention * Working in an integrated team |
| Skills & Knowledge | * Knowledge of a range of social work theories relevant to the role * Knowledge of the main social care services and resources provided by the statutory, voluntary and independent sector * Recognise harm and the risk indicators of different forms of harm to children * Use the law, regulatory and statutory guidance to inform practice decisions * Undertake analysis and make realistic, child centred, plans within timescales which will manage and reduce identified risks and provide support which meets the needs of the child * Ability to empower children, young people and their families in make long term positive changes for their future | * Recent Government initiatives affecting social work * Ability to identify relevant research and apply to practice |
| Personal Qualities | * Persistence, determination and professional confidence * Commitment and enthusiasm to achieving positive long-term outcomes and promoting the welfare and safety of children and young people * Ability to recognise own professional limitations and know how and when to seek advice * Anti-discriminatory and anti-oppressive practice and non-judgemental stance * Able to work well under pressure * Ability to work flexible hours, including some evenings and weekends * Hold a current driving licence and have access to a car (social workers with a disability must have access to a means of mobility support) * Commitment to Continuous Professional Development |  |