

Job Title:	Social Worker/Senior Social - Permanence
Team/Service Area:	Pre Birth Team
Salary/Grade:	Grade 7/8
Line Manager:	Team Manager
Direct Reports:	None
Location:	Sandhill Centre, Grindon Lane, Sunderland SR3 4EN

This post requires an Enhanced Disclosure and Barring Check (DBS) and registration with the online update service.

About the Role

- To support children with a plan of adoption by undertaking high-quality direct work and statutory responsibilities that ensure children are well-prepared for permanence. This includes completing Child Permanence Reports (CPRs), bespoke Later Life Letters, and Life Story Work that is meaningful, therapeutic, and tailored to each child's individual journey.
- You would do this in line with the relevant policies and procedures in place within Together for Children and Sunderland Safeguarding Board which support us to keep children and young people safe.

Key Responsibilities

This is a non case holding post. However, your responsibilities will be

- Complete thorough, analytical, and child-focused CPRs that meet statutory requirements and reflect the child's lived experience, identity, and future needs
- Work directly with children and their birth families to prepare them emotionally and practically for adoption, using age-appropriate tools and trauma-informed approaches.
- Undertake creative and sensitive life story work that helps children understand their past, identity, and the reasons for their adoption, ensuring this is completed in a timely and developmentally appropriate way
- Write bespoke Later Life Letters that are honest, compassionate, and

tailored to the child's individual story, supporting their understanding of their life history as they grow.

- Collaborate with foster carers, adopters, health, education, and therapeutic services to ensure a holistic and coordinated approach to permanence planning
- You will understand and have experience in the legal and court process that guide us to make the best decisions for children and young people
- You will assist social work colleagues in care planning and adoption and take responsibility for the timely completion of child permanence reports, later life letters and life story work
- You will also be trained to complete Parent Assess assessments as and when required
- You will make sure that you record what you do in a timely and accurate way, using language that the child and family will understand. Your recordings and written work will demonstrate how and why decisions were made and will be in line with Together for Children's practice standards
- Everything you do will be in line with the Signs of Safety approach, you will commit to the continuous development of your skills and embrace the training and development opportunities that you are offered within Together for Children
- To safeguard and promote the welfare of children and young people.
- Champion equity, diversity and inclusion in all aspects of your work and the communities you assist

Our Expectations

You must undertake this role in accordance with the requirements set out below:

- Comply with Together for Children's Code of Conduct, People policies and procedures, Health and Safety Policy and EDI Statement.
- Uphold all relevant professional policies, standards and legislative requirements
- Adhere to the Data Protection Act 2018 and GDPR principles in relation to the management and handling of personal and/or sensitive information and respect the privacy of personal information managed by Together for Children Sunderland.
- Comply with the Freedom of Information Act 2000.
- Follow Together for Children Sunderland's and NHS ICB's information security standards.

This job description is a guide to the duties you will be expected to perform. It is not an exhaustive list, and you may be required to undertake other tasks and duties not listed that are reasonably commensurate with the job role and grade of the post. Where a fundamental change to the job description is needed this will be discussed with the postholder prior to any changes being made

Date: September 2026

Person Specification – Social Worker

The requirements for this post and how candidates will be assessed are set out below.

Essential Requirements	Method of Assessment
Qualifications - Educated to degree level with appropriate professional Social Work qualification i.e. CSS/CQSW or DipSW, MA SW, BA Hons SW - Current Social Work England Registration - Current driving licence and access to a car or means to mobility support - Evidence of continuous professional development	Application Form
Desirable Completion of ASYE	
Experience - Statutory social work with children and families - Working within childcare legislation relating to child protection, cared for children and the services we provide to children in need - Working with other professionals involved with children and their families - Undertaking child protection enquiries; planning and organising workload to meet statutory timescales - Managing, planning and organising an allocated workload - Handling problems and difficult situations calmly and sensitively to help keep children safe.	Application Form
Knowledge and Understanding - Social care legislation, with current safeguarding policies and procedures - Children Act 1989 and 2004	Application Form/Interview
Skills and Abilities Share information, gather information and communicate	Interview

with others in all forms effectively • Work effectively within a busy team environment. be helpful and co-operative with others. • Manage risk confidently. Manage priorities and work demands showing initiative and creativity. • Effectively use technology to write reports/assessments, record information or input data. • Be confident in challenging other professionals appropriately • Be responsible and accountable for the work you do. Lead by example and promote excellence. • Work as part of a team and seek advice and support when you need this, committing to regular supervision and development opportunities • Meet the travel requirements of the post. • Self-motivated, resilient and committed to excellent social work practice • Work outside of normal working hours to meet the needs of the service • Commitment to equal opportunities	
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