



## ROLE PROFILE

**Role Title: SOCIAL WORKER (CSC) L2**

**Service Group: People, Children and Families**

**Accountable to: Team/Deputy Manager**

**Grade: G**

**Date: November 2018**

**JE code: JE0314**

**Competency Level: 2**

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### **Purpose of job** (outline what, to whom and why)

With support and guidance from more experienced colleagues, to carry out the duties of a professional Social Worker within Specialist Services, assessing the needs of children, young people and their families, analysing information and with the needs of the child as central, developing and implementing care plan and effective intervention that will ensure the child's safety, well being and development into adulthood, in line with policy and legislation and professional codes of practice.

### **Key Objectives** (list what outcomes are essential)

1.	Assessments are carried out effectively, speaking to/ observing the child, and within timescales so that his/her care needs are clearly identified and recorded
2	Devise and implement clear child care plans and interventions appropriate for each child/family to address identified needs.
3	Manage a Child Care workload under the supervision/guidance of the Team Manager/Deputy Team Manager.
4	Accurate individual case records are maintained electronically and reports are provided as required.
5	Attend regular supervisory meetings with team manager and/or a senior member regularly to monitor progress and identify development needs
6	Works closely with other agencies and services in a co-operative way, sharing information and planning care together to meet the needs of the child holistically.

**Scope** (outline the size or scope of the role, direct or indirect responsibility for people, finances, resources and any special aspects of the role)

This role is the second level in the career progression for professionally qualified Social Workers. At this level, the Social Worker is operating in their full professional role, but still requires significant supervisory support and help with more complex cases. Having gained experience in a range of child care interventions, the role works more independently than at the first level and has a greater ability to translate knowledge gained from their study into their day to day work. In effect, the post is effectively "inducted" into the organisation and in to operational Social Work. However, as a still relatively inexperienced professional, the post

requires input from more experienced colleagues for more complex cases. (KSS (9);(10)) (PCF (5);(6);(9))

The role requires regular liaison with colleagues in the directorate, across the Council and in partner agencies.

The role of a social worker is a challenging one, requiring a range of complex skills and a sound knowledge base from which to practice. Of paramount importance are the skills and knowledge required to carry out high quality assessments and implement effective interventions with families. Social workers must possess an understanding of both the physical and emotional development of children and young people, have the ability to make positive relationships with families and other professionals and possess strong report writing and oral skills. Social workers also need to be confident, articulate, professional and energetic, and possess emotional resilience and determination. (KSS (3);(6);(7)) (PCF (5);(6);(9))

This is a crucial responsive front line role demanding a good level of critical thinking and creativity, and the need to work at a fast pace. Directly responsible for supporting children within their families or in care settings, taking timely action to protect children and working with other services to ensure their needs are met across all 5 Every Child Matters outcomes. (KSS (1);(70)) (PCF (1);(3);(7))

The role works in a difficult and often challenging and confrontational area and the client group by its nature is one which is often "in crisis". Therefore, the role may be exposed to unhygienic environments and may face aggression or threats. The role holder is responsible for confidentiality and the security of data, and for equipment issued to them i.e. lap tops, tablets and mobile telephones. (KSS (2); (10)) (PCF (1);(3);(7))

**Work Profile** (outline the main areas of responsibility and accountability and competencies)

The social worker will carry out the Council's duties in respect to 1989 Children Act and subsequent legislation, using their professional skills to carry out child centred assessments, in line with the assessment framework and looked after children regulations, and develop, implement, monitor and review effective care plans and interventions to improve the safety, well-being and development of the child. (KSS (8);(10)) (PCF (3);(7);(10))

This occurs within a framework of line management and professional supervision. This is a high risk area of work, where assessment, analysis and judgement, the skills of building trust and credibility and of listening to children are all critical to ensuring good outcomes. The social worker will work in an authoritative and systemic way with the whole family and key services to improve care and outcomes for the child (KSS (5);(9)) (PCF (2);(8);(9))

Develops, implements and monitors family support plans and children in care plans through regular reviews in line with statutory time scales. Recording fully within LCS.

Supporting colleagues in other teams when pressures of work require.

Keeping up to date with policy and legislation and developments in professional practice. Using reflection and other techniques and development tools to continually improve professional practice.

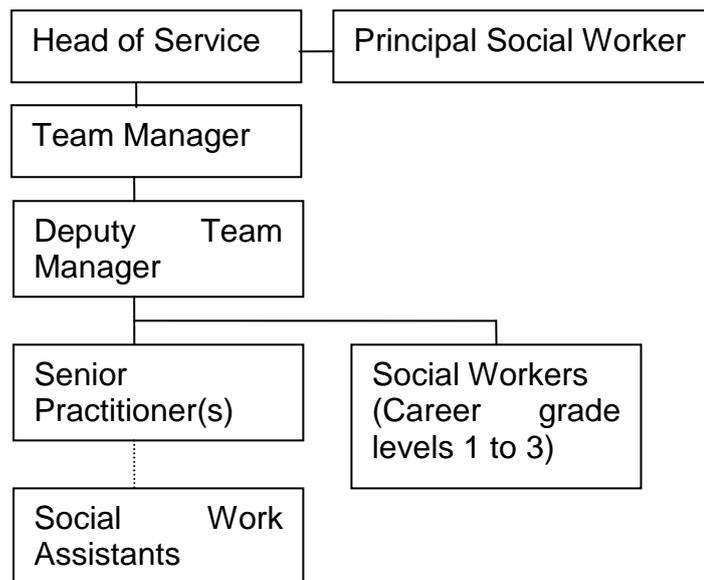
The role holder has professional responsibility for his/her own personal development and for contributing to team and service development. Role holder is ambassador for the Council and must exercise high standard of customer care.

The role holder will work alongside other agencies and family services to provide a comprehensive range of child support services and solutions.

The role holder is expected to participate in staff meetings and to contribute to the development of the team.

**Job Context** (attach the organisation chart(s) relating to the role)

Typical Team Structure – Need to add Head of Service and PSW



## PERSON SPECIFICATION

In this section the **Skills, Knowledge, Qualification and Competency requirements to perform the role to a satisfactory standard are set out. The extent, nature and level of the role holder's knowledge and skills should be specified**

**Awareness** some knowledge or skills sufficient to show aptitude and the ability to learn in the particular work area

**Significant** knowledge and skills gained through practice and/or qualification sufficient to fulfill the role requirements

**Extensive** knowledge and skills gained through practice and/ or qualification to fulfill the role requirements and contribute to training others and developing policy and practice in the work area

PERSON SPECIFICATION	Examples specific to role	Required		Level			Method of Assessment application form, interview, testing, reference
		Essential	Desirable	Awareness	Significant	Extensive	
<b>SKILLS AND KNOWLEDGE</b>							
<b>Technical knowledge and qualifications</b>	Social work qualification (DipSW, CQSW, Degree in social work or equivalent) Registered as a Social Worker Knowledge of main issues in relation to own client group Awareness of the legislative framework within which the role operates Proven ability to relate professionally with children and families evidenced through previous work as a Social Worker Able to undertake a range of childcare assessments and formulate care plans	X X X X  X X					
<b>Planning and organising work</b>	Ability to analyse, summarise and write/ record relevant information clearly and concisely so that it is easily understood by users and colleagues Able to communicate clearly with clients and with other colleagues, and effectively in writing Ability to use IT systems effectively to record	X  X  X			X  X		Verbal Reasoning Test

<b>Planning capacity and resources</b>	Able to manage own work load effectively Flexible and willing to support other staff when need arises.	X X			X X		
<b>Influencing and interpersonal skills</b>	Ability to work as part of a team with children and families including working co-operatively with other professionals and agencies to meet the needs of the child	X			X		
<b>PROBLEM-SOLVING</b>	Skills and knowledge in listening to children and adults, in observation and in carrying out assessments of strengths and weaknesses within families.	X			X		
<b>Using initiative to overcome problems</b>	Able to collect, analyse and make judgements about complex information	X			X		
	Able to develop, implement and monitor robust care plans	X			X		
	Able to be child and family centred and treat all with respect and with empathy	X			X		
	Ability to question, challenge, solve problems and complete tasks	X			X		
<b>Managing risk</b>	Able in consultation with manager, to make considered decisions, analyse and evaluate information in high risk situations	X			X		
<b>Managing change</b>	Flexible and able and willing to adapt to change	X			X		
<b>ACCOUNTABILITY and RESPONSIBILITY</b>	Ability to maintain up to date records	X			X		
<b>Undertakes tasks without supervision</b>	Ability to share any perceived difficulties with Supervisor openly	X			X		
	Takes responsibility for quality and completion of own work within standards	X			X		
<b>Managing people</b>	Joint work with more experienced staff	X			X		
<b>Managing financial resources</b>	Able to manage own time and find cost effective solutions to meet children's needs	X			X		

**COMPETENCIES REQUIRED – All post holders must be able to comply with the Council’s core competency requirements, Customer Focus, Communicating and Engaging, Managing Resources and Risk, Organising and Improving Performance, Taking Responsibility, Team Player, and Excellent Leadership**

**CORPORATE SAFEGUARDING STATEMENT – All post holders must be committed to applying and upholding the Council’s Corporate Safeguarding Policy Statement. Specific safeguarding responsibilities should be detailed in this document.**

**SPOKEN ENGLISH FLUENCY DUTY REQUIREMENT - The ability to converse at ease with members of the public and provide advice in accurate spoken English is essential for this post**

**Other information e.g.**

- able to travel to meet service delivery requirements
- available to undertake work outside of normal working hours

Signed Line Manager	Signed Service Director	
Print Line Manager	Print Service Director	Date