

## Post Specification

<b>Date</b>	<b>June 2024</b>
<b>PG Number</b>	<b>8453</b>
<b>Post Title</b>	<b>Lead Social Worker</b>
<b>Job Family</b>	<b>People Care and Development</b>
<b>Job Family Role Profile</b>	
<b>Final Grade</b>	<b>PCD 15</b>

**To be read in conjunction with the job family role profile**

<b>Service Area description</b>
<p>Adult Social Care vision is “People living in a place they call home with the people and things that they love, in communities where they look out for one another, doing the things that matter to them.”</p> <p>The service has a key role in influencing and shaping service models in Westmorland and Furness, and ensures that in all instances people are supported to achieve their most independent outcome in keeping with the Promoting Independence and Wellbeing Programme and becoming a community powered council.</p>
<b>Purpose of this post</b>
<ul style="list-style-type: none"> <li>• To work in a team to undertake strengths-based assessments and deliver appropriate person-centred support and outcomes for people in Westmorland and Furness who have care and support needs.</li> <li>• To work in a way that promotes independence and enable individuals/groups to maximise their strengths. To work with stakeholders for better outcomes for the people of Westmorland and Furness.</li> <li>• To support the Team Manager in leading, organising, managing and coordinating the work of the team.</li> <li>• To deputise for the team manager as required.</li> <li>• The post holder will actively promote the work of the Westmorland and Furness, internally and externally, on the development and delivery of continuously improving modern and competitive services for the people of Cumbria.</li> </ul>
<b>Key job specific accountabilities</b>
<ol style="list-style-type: none"> <li>1. Manage a small caseload, undertaking care management, strengths-based social work assessments, capacity assessments and Best Interest Assessments/Decisions with individuals and their carers. Ensuring the development and delivery of personalised support to meet the Council's statutory obligation for the protection and support of adults who have care and support needs.</li> <li>2. Use professional judgement to ensure the implementation of effective risk management strategies to support adults at risk which may include Safeguarding Adults enquiries.</li> <li>3. Work in line with relevant national legislation and professional standards, as well as organisational governance frameworks.</li> <li>4. Keep up with developments in relevant legislative requirements and best practice guidance, seek out opportunities for CPD and attend organised training as required.</li> <li>5. Contribute to developing professional practice and delivery of service by working with others including internal and external stakeholders, contributing to service planning and formulation of ASC policies, making recommendations for improvements, cooperating with change, to ensure standards are maintained and improved, successes are shared lessons are learned.</li> <li>6. Provide professional supervision to experienced qualified colleagues, ensuring practitioners are supported by directing work, giving day-to-day case guidance and acting as a point of contact for coaching, advice and mentoring.</li> <li>7. Work closely with the Team Manager and deputise as required, Supporting team planning, performance management and the development of a positive, strengths-based culture.</li> <li>8. Carry out one of the following three areas of work in line with professional qualification: <ul style="list-style-type: none"> <li>• Provide Practice Education and ASYE support to students on placement and newly qualified members of staff.</li> <li>• Carry out Deprivation of Liberties assessments.</li> <li>• Carry out AMHP assessments.</li> </ul> </li> </ol>

9. Carry out any other duties commensurate with the role as requested by management.	
<b>Please note annual targets will be discussed during the appraisal process</b>	
<b>Key facts and figures of the post</b>	
<b>Budget Responsibilities</b>	<ul style="list-style-type: none"> <li>Working with internal and external colleagues, people and their families/carers/guardians to ensure people's needs are met within agreed resources which optimises benefits and efficiencies from available resources.</li> <li>Working in strengths-based ways with people to prevent, reduce and delay the need for formal services.</li> </ul>
<b>Staff Management Responsibilities</b>	<ul style="list-style-type: none"> <li>To support practitioners of all levels of experience by directing their work, giving day-to-day case guidance and advice to practitioner and manager and directing practitioners by providing instruction, coaching and on-the-job training.</li> <li>Assist in allocating work to others and check the quality of work of colleagues in their team to maintain effective teamwork.</li> <li>Provide supervision, appraisal, mentoring, advising, coaching and supporting.</li> <li>Line management of some staff as required.</li> <li>Deputise for the Team Manager as required.</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>To make the most effective use of available resources, particularly those which lie within local communities.</li> </ul>
<b>Essential Criteria - Qualifications, knowledge, experience and expertise</b>	
<ul style="list-style-type: none"> <li>Accredited Social Work Degree or equivalent Professional Social Work qualification</li> <li>Registration with appropriate professional body</li> <li>Evidence of ongoing professional development/CPD within the last 2 years</li> <li>Evidence of successful completion of ASYE or for those who qualified pre-September 2012 the ability to demonstrate significant experience in equivalent Post Qualification level.</li> <li>Knowledge and application of departmental and council objectives and initiatives</li> <li>In depth knowledge and understanding of own professional area of practice and issues within Adults Services</li> <li>Evidence of extended relevant working experience including independent assessment and delivery of support</li> <li>Understanding and application of theoretical approaches, practices &amp; procedures relevant to customers, carers, professional colleagues</li> <li>Knowledge of National Policies and legislation relevant to area of work.</li> <li>Experience of case-load management and planning/implementation of interventions for allocated cases</li> <li>Having an awareness and understanding of risk with the ability to assess, manage, escalate appropriately and balance with safety</li> <li>Ability to lead, motivate, inspire and empower others, by example.</li> <li>Ability to influence people to change and to make difficult decisions</li> <li>Change management within a positive framework, timescales and budget</li> <li>Demonstrate significant experience of leadership skills</li> <li>Proven ability to demonstrate sound judgement and autonomy of decision making in highly unpredictable situations.</li> <li>Excellent interpersonal skills including negotiating, conciliating, people management, written and verbal communication and motivational skills</li> <li>Ability to create innovative, strengths-based solutions with individuals and their carers</li> <li>Ability to create and maintain a culture that enables and empowers staff and individuals alike</li> <li>The ability to plan interventions to be implemented for customers individually</li> <li>Ability to plan and prioritise casework for self and others.</li> <li>Good time management/punctuality and the ability to work to deadlines within the allocated resources</li> <li>Ability to network effectively with multi-disciplinary organisations</li> <li>Demonstrable information technology skills/competencies.</li> <li>Ability to identify and challenge inappropriate practice</li> </ul>	
<b>Disclosure and Barring Service – DBS Checks</b>	
<ul style="list-style-type: none"> <li>This post requires / does not require a DBS check. <ul style="list-style-type: none"> <li>The level of check required: DBS Enhanced – Adults</li> </ul> </li> </ul>	
<b>Job working circumstances</b>	

<b>Emotional Demands</b>	<ul style="list-style-type: none"> <li>• Involves occasionally dealing with individuals who are in crisis and distressed.</li> </ul>
<b>Physical Demands</b>	<ul style="list-style-type: none"> <li>• Normal requirement for county wide travel and carry laptop and small pieces of equipment</li> </ul>
<b>Working Conditions</b>	<ul style="list-style-type: none"> <li>• Involves dealing with individuals who are distressed and potentially displaying aggressive behaviour.</li> <li>• Working in an uncontrolled, challenging environment, in individuals' homes</li> <li>• Lone working required</li> </ul>
<b>Other Factors</b>	
<ul style="list-style-type: none"> <li>• Ability to travel extensively throughout the county.</li> <li>• Some longer journeys for staff visiting people placed out of county.</li> <li>• Flexible working and home visits required.</li> </ul>	