

# Post Specification

## Post Specification - Key Information

- **Post Title: Social Worker**
- **Date: October 2025**
- **Post Group Number: 8448**
- **Job Family: People Care and Development**
- **Job Family Role Profile: PCD8ii**
- **Final Grade: 9**

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

## Service Area Description

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.”

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.

## Purpose of this Post

To work in a District or Locality team to undertake assessments and deliver appropriate person-centred support and outcomes for members of the public in Cumbria who have social care needs. To provide personalised support to optimise individuals' wellbeing and or skills. To work with stakeholders for better outcomes for the people of Cumbria.

The practitioner will manage an agreed case load and be responsible for coordinating outcomes for the individual which promote independence, choice and control, whilst managing risk and operating within defined financial boundaries.

The post holder will be expected to develop knowledge of the 'assets' within the local community and enable individuals to access 'natural' and preventative sources of support, as well as services from other agencies. A strength-based approach should be used to optimise the individual's potential and social circumstances.

Working within a multi-disciplinary and multi-agency environment, the post holder will develop the skills and competencies required in the delivery of person-centred support approaches.

The post-holder will work under the supervision and guidance of designated staff whilst developing effective approaches in the management of more complex casework.

The post holder will actively promote the work of the Cumbria County Council, internally and externally, on the development and delivery of continuously improving modern and competitive services for the people of Cumbria.

## Key Job Specific Accountabilities

1. To undertake person centred social work assessments 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 social care needs.
2. Providing timely advice, guidance and direct support and a range of person-centred interventions, including:
  - Advocacy
  - Capacity assessments
  - Best interest decisions
  - Crisis intervention
  - Upholding social justice for individuals and communities
3. Contribute to developing professional practice by working collaboratively with a wide range of stakeholders, including internal and external stakeholders and senior colleagues.
4. To review individual support plans, monitor outcomes and recommend any necessary adjustments utilising audit measures to support evidence-based practice, ensuring the most effective support for personalised outcomes.
5. In collaboration with customers, carers and others, implement the approaches of Personalisation through the use of mechanisms such as Personal budgets, individual service funds and direct payments.
6. Work with relevant professionals internal and external partners, within a given locality or district to ensure that assessment and appropriate support and care delivery services are as seamless and timely as possible. This will require knowledge of the assets and services within localities to meet the outcomes identified for those requiring support.
7. Practice within the relevant national legislation, professional standards of practice and organisation policies and procedures and ensure compliance with care/clinical governance principles.
8. To ensure the effective implementation of the Safeguarding Adult Policies and Procedure and support the Local Authorities statutory Duty under the Care Act. This will involve knowledge of the 6 core principles of Safeguarding Adults and the implementation of Making Safeguarding Personal to promote the wellbeing of people by following established procedures to ensure the personal protection and safety of adults at risk. This will involve an ability to assess and plan the support to promote the safeguarding of vulnerable adults.
9. To contribute to multi-disciplinary team discussions, prioritising and triaging cases, in order to allocate work appropriately with the guidance and support of more experienced staff.
10. To prioritise and manage a mixed caseload, which may include some situations where complex and contentious circumstances arise. In these circumstances, work under the guidance and support of more experienced practitioners and engage the wider multi-disciplinary agencies/resources as required and appropriate.
11. Demonstrate effective communication skills including an ability to discuss and explain sensitive information with customers and carers and produce clear accurate and factual

written reports and records in a timely manner. These records must also clearly illustrate the decision-making rationale.

12. To undertake continuous professional development required to meet registration with the appropriate registering body. To seek opportunities for professional and personal development as identified and agreed in appraisal and ongoing supervision.

*Please note: Annual targets will be discussed during the appraisal process.*

### Key Facts and Figures of the Post

- **Budget Responsibilities:** None
- **Staff Management Responsibilities:** To contribute towards the support and guidance of less experienced team members, students and other professionals from external agencies as appropriate
- **Other:** To make the most effective use of available resources, particularly those which lie within local communities.

### Essential Criteria

- **Qualifications:**
  - Accredited Social Work Degree or equivalent Professional Social Work qualification
  - Registration with appropriate professional body
  - Evidence of ongoing professional development/CPD within the last 2 years
- **Knowledge:**
  - Demonstrable information technology skills/competencies.
  - Ability to network effectively with multi-disciplinary organisations Information technology skills
- **Experience:**
  - Experience of case-load management and planning/implementation of interventions for allocated cases
  - Ability to create innovative, person centred solutions with customers and their carers
  - Ability to create and maintain a culture that enables and empowers staff and customers alike
  - The ability to plan interventions to be implemented for customers individually
- **Expertise:**
  - Having an awareness and understanding of risk with the ability to escalate appropriately
  - Assessment for and delivery of support services
  - Contribute to work planning and resource allocation
  - Ability to influence people to change and to make difficult decisions
  - Good interpersonal skills including negotiating, conciliating, people management and motivational skills
  - Good communication skills – written, verbal in a range of situations working with customers, carers, colleagues and stakeholders
  - Plans for and prioritises own casework
  - Good time management/punctuality and ability to work to deadlines
  - Ability to identify and challenge inappropriate practice

### Disclosure and Barring Service (DBS) Checks

- This post requires a DBS check.
  - DBS Enhanced – Adults

### Job Working Circumstances

- **Emotional Demands:** Job deals regularly with seriously disadvantaged and/or distressed individuals

- **Physical Demands:** Modest effort
- **Working Conditions:** Specific abusive language and aggressive behaviour witnessed regularly, directed at postholder occasionally.
- **Other Factors:** Ability to travel extensively throughout the County
- Flexible working and home visits required