

# Post Specification

## Post Specification - Key Information

- **Post Title: Social worker**
- **Date: July 2024**
- **Post Group Number: PG8446**
- **Job Family: People Care and Development**
- **Job Family Role Profile: PCD12ii**
- **Final Grade: Grade 13**

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 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.

To provide support, guidance and mentoring to non-qualified and newly qualified team members.

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 Cumbria.

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 Westmorland and Furness.

## Key Job Specific Accountabilities

1. Be a case holding social worker, 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 obligations.
2. Use professional judgement to ensure the implementation of effective risk management strategies to support adults at risk which may include Safeguarding Adults enquiries.
3. Act as a point of contact that people can access for support in navigating their way through the care and support system.
4. Work in line with relevant national legislation and professional standards, as well as organisational governance frameworks.
5. Keep up with developments in relevant legislative requirements and best practice guidance, seek out opportunities for CPD and attend organised training as required.
6. 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.

7. Provide professional supervision to non-qualified and newly 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.
8. Carry out one of the following three areas of work in line with professional qualification:
  - Provide Practice Education and ASYE support to students on placement and newly qualified members of staff.
  - Conduct Best Interest Assessments in line with the Deprivation of Liberty Safeguards.
  - Conduct Mental Health Act assessments on behalf of the council.
9. Carry out any other duties commensurate with the role as requested by management.

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

## Key Facts and Figures of the Post

- **Budget Responsibilities:**

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.

Working in strengths-based ways with people to prevent, reduce and delay the need for formal services.

- **Staff Management Responsibilities:**

To support practitioners, ASYE and students 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.

Assist in allocating work to others and check the quality of work of colleagues in their team to maintain effective teamwork.

Contribute to performance management and recruitment as required.

- **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
- To have successfully completed one of the following:
  - Best Interest Assessor training, in order to take on the statutory role of Best Interest Assessor (BIA).
  - Approved Mental Health Professional (AMHP) training
  - Practice Educator Training – Level 2
- Evidence of ongoing professional development/CPD within the last 2 years

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

- **Knowledge:**

- Knowledge and application of departmental and council objectives and initiatives
- In depth knowledge and understanding of own professional area of practice and issues within Adults Services
- Knowledge of National Policies and legislation relevant to area of work.
- Understanding and application of theoretical approaches, practices & procedures relevant to customers, carers, professional colleagues

- **Experience:**
  - Evidence of extended relevant working experience including independent assessment and delivery of support
  - Experience of case-load management and planning/implementation of interventions for allocated cases
  - Having an awareness and understanding of risk with the ability to assess, manage, escalate appropriately and balance with safety
  - Change management within a positive framework, timescales and budget
  - Demonstrate significant experience of leadership skills
  - Proven ability to demonstrate sound judgement and autonomy of decision making in highly unpredictable situations.
  - The ability to plan interventions to be implemented for customers individually
  - Demonstrable information technology skills/competencies.
  
- **Expertise:**
  - Ability to identify and challenge inappropriate practice
  - Ability to network effectively with multi-disciplinary organisations
  - Ability to influence people to change and to make difficult decisions
  - Good interpersonal skills including negotiating, conciliating, written and verbal communication and motivational skills
  - Ability to create innovative, strengths-based solutions with individuals and their carers
  - Ability to create and maintain a culture that enables and empowers staff and individuals alike
  - Ability to plan and prioritise casework for self and others.
  - Good time management/punctuality and the ability to work to deadlines within the allocated resources

### Disclosure and Barring Service (DBS) Checks

- This post requires a DBS check.
- The level of check required is *(remove others not required)*:
  - **DBS Enhanced – Adults**

### Job Working Circumstances

- **Emotional Demands:**
  - Involves occasionally dealing with individuals who are in crisis and distressed
- **Physical Demands:**
  - Normal requirement for county wide travel and carry laptop and small pieces of equipment
- **Working Conditions:**
  - Involves dealing with individuals who are distressed and potentially displaying aggressive behaviour.
  - Working in an uncontrolled, challenging environment, in individuals' homes
  - Lone working required
- **Other Factors:** n/a

### Other Factors:

- Ability to travel extensively throughout the county.
- Some longer journeys for staff visiting people placed out of county.
- Flexible working and home visits required