

# Post Specification

## Post Specification - Key Information

- **Post Title: Social Worker – Level 3**
- **Date: May 2025**
- **Post Group Number:4987**
- **Job Family: People Care and Development**
- **Job Family Role Profile: PCD12ii**
- **Final Grade: 13**

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

## Service Area Description

The social worker post is based within the children and families service area and will work with service users and providers, and internal/external partners to deliver complex services to support children, families and carers.

## Purpose of this Post

To improve outcomes for children and young people in Cumbria by listening to the voice of the child, young person and their families, understanding their needs and working together to agree how these needs will be met with the right help and support.

## Key Job Specific Accountabilities

1. To improve outcomes for Children and Young People in Cumbria by listening to the voice of the child, young person and their families and carers, understanding their needs and working together to agree how these needs will be met with the right help and support
2. To work as a highly capable practitioner assessing and delivering care and support services to complex and high risk cases.
3. To use active listening, observation and communication to build relationships with families, children and young people and carers
4. To understand and analyse the complex/high risk needs of children and young people and the strengths and vulnerabilities of families and carers by gathering information, through direct work, and the use of knowledge and research evidence.
5. To have a well-developed understanding of the impact of need in order to formulate child based plans and assessments of carers with clear outcomes
6. To ensure practice is informed by a highly developed understanding of evidence and theory. Also, to understand the roles and accountabilities of other professionals in order to deliver multi faceted appropriate services to meet the identified needs.
7. To share skills and in depth knowledge to build capacity with other professionals across all agencies and identify gaps in provision
8. To undertake complex assessments of children, families and carers and work with cases identified as having a high level of seriousness.

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

## Key Facts and Figures of the Post

- **Budget Responsibilities:** In line with the delegated decision making policy

- **Staff Management Responsibilities:** None
- **Other:** None

## Essential Criteria

- **Qualifications:**
- Social Work Degree/CQSW/CSS/DipSW and Social Work England registration
- **Knowledge:**
- In depth knowledge of children's and carers' Assessment and Case Management Processes, and outcome based permanence planning
- Well developed knowledge of relevant legislation and research-particularly in relation to adoption and permanence and the impact of loss and trauma on children.
- Relevant demonstrable experience in statutory work with children and families, and if the post is within adoption teams, demonstrable experience of adoption work post qualification, in accordance with adoption regulations.
- **Experience:**
- Evidence of ongoing continuing professional development at an advanced level or post qualifying training in childcare
- 3 years relevant post qualification experience.
- Experience in work with children and families including Children Looked After
- Work in partnership with community and voluntary groups, internal and external partners,
- Significant experience of Assessment, Case Management and planning in complex cases
- **Expertise:**
- Ability to produce clear written analytical reports which include the child's voice.
- Effective Work in a multi-agency context with internal and external colleagues on day to day service issues – sharing and co-ordinating resources
- Clear and concise verbal and written communication skills with children and adults including negotiating, conciliating, people management and motivational skills.
- Ability to provide advice and on the job coaching and training for colleagues that relate to own specialism. Ability to mentor and promote learning and practice changes for other relevant staff
- Proven ability to demonstrate sound judgment and autonomy of decision making in highly unpredictable situations
- Ability to create and maintain tracking mechanisms and tools to evaluate the progress and success of the task
- Ability to organise personal work programme effectively, evidence of ability to self motivate and demonstrate substantial personal autonomy.
- Ability to work under pressure and manage emotional stress effectively
- Applicants must hold a full UK driving licence and have access to a vehicle

## Disclosure and Barring Service (DBS) Checks

- This post requires a DBS check.
- **The level of check required is:**
  - DBS Enhanced – Children and Adults
- 

## Job Working Circumstances

- **Emotional Demands:** High
- **Physical Demands:** Normal
- **Working Conditions:** Some exposure to people who may be distressed

### Other Factors:

- Flexible working hours including evening and weekend working in line with service requirements.
- Requires ability to travel independently and extensively both within and outside the county to undertake duties on a regular basis