

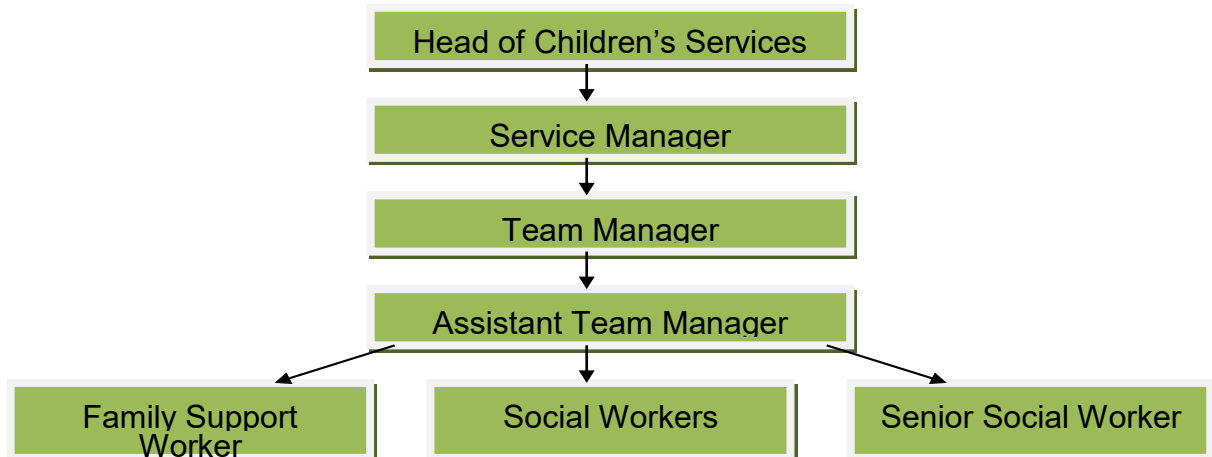
Job Description and Person Specification

Job title:	Senior Social Worker
Directorate:	People
Service:	Children and Family Service
Team:	Family Safeguarding
Post number:	
Salary grade:	J
Work location:	Various
Reports to:	Team Manager
Supervises:	n/a

Job Purpose

1. To undertake professional and comprehensive casework for a complex caseload of children and young people.
2. To maintain high professional standards and good overall knowledge of relevant legislation regulation and practice methods, and provide guidance and support to less experienced staff to help them develop their professional skills and knowledge.
3. As lead professional, to contribute to the provision of good quality services which integrate government and local initiatives and guidance (including Working Together, Child Protection procedures, processes for Children in Care, the Assessment Framework).
4. Senior Practitioners will be expected to take on a relevant lead area across the Service, including the delivery of training or dissemination of current research and best practice. In addition, they will be expected to deputise for the Assistant Team Manager during any periods of absence. Senior Practitioners will act as a role model for less experienced practitioners and demonstrate professional leadership as part of a collective effort to promote the profession and improve social work practice.

Structure Chart



Main Duties and Responsibilities

Casework

- Manage an allocated caseload appropriate to the extensive experience of the Senior Social Worker, to include complex assessments of children, families and parenting and other work to meet statutory requirements.
- Work within West Berkshire policies, procedures and good practice guidelines in order to meet the needs of the children and families allocated.
- Work with children and young people, families, carers and communities to help them make informed decisions, engender change enabling them to clarify and express their needs, and contribute to service planning.
- Maintain up to date case notes and other records and write reports, including court reports, and give evidence in court.
- Undertake specialist assessments, for your and other workers' cases, for court proceedings, including parenting and kinship assessments.
- Ensure that casework is up to date, comprehensively written up, and managed within agreed timescales.
- Ensure the supervisor is kept fully apprised of problems arising from cases or work load and to seek advice as and when necessary.
- When working with families, to recognise monitor and assess risk. To ensure information about risk is escalated to managers in a timely manner.
- Develop and maintain positive working relationships with service users and other professionals.
- Where appropriate act as the duty worker for the team responding to queries and issues

Learning and development

- Keep up to date with contemporary issues in children's social work including legislation and evidence based practice and use this to inform working practice.
- Use supervision to reflect on cases, and put learning into practice
- Identify own individual learning needs in line with the requirements of the Professional Capabilities Framework for an experienced and advanced social work practitioner and attend relevant training and development opportunities.

Lead professional

- Liaise with colleagues in own and other directorates and external agencies to gather information to inform assessment and care planning activities, jointly plan and deliver interventions.
- Participate in planning/reviewing the cases of children in care, child protection and support fostering/adoption arrangements.
- Provide constructive challenge to enhance practice, procedures and policies, promote innovation, and introduce new ways of working
- Lead and monitor multi-agency actions and objectives.
- Provide leadership and professional wisdom to colleagues and other professionals for work in situations of high complexity
- Act as a practice educator to student social workers and mentor to other staff, particularly Newly Qualified Social Workers in their Assessed and Supported Year of Employment.
- Model and facilitate reflective and evidence-informed practice, contributing to the development of knowledge and promotion of excellence in the field
- Carry out any other duties, commensurate with the post, as may be required for the efficient running of the service.

Scope (impact on/control of resources, people, money etc)

- The post holder will work in the context of relevant legislation and West Berkshire Council policy and procedures.
- The post holder will promote equality as an integral part of the role and to treat everyone with fairness and dignity
- To recognise that health and safety is the responsibility of every employee, to take reasonable care of self and others and to comply with WBC Health and Safety policy and any service specific procedures/ rules that apply to this role, including lone working
- Works within the parameters agreed with the supervisor or team manager for a specific piece of work.
- Requires awareness of budgetary limitations to ensure the correct permissions are sought for any proposed expenditure.

Person Specification

Qualifications	Essential/ Desirable	For HR use only
Recognised social work qualification and, if qualifying after 2013, successful completion of the Assessed and Supported Year in Employment	E	1
Relevant Post Qualifying Specialist award	E	2
Evidence of commitment to Continued Professional Development in line with standards set by Social Work England	E	3
Current registration with Social Work England	E	4
Experience		
A minimum of three years' social work experience post-ASYE (i.e. 4 years post-qualification)	E	1
Experience of identifying the needs of children and young people and establishing targeted planning to meet their needs.	E	2
Experience of conducting all aspects of Care Proceedings from Public Law Outline to Final Hearing being conversant with all relevant legislation, statutory duties and local processes	E	3
Practical experience of producing in depth and analytical assessments for complex cases using a strengths and evidence-based approach.	E	4
Experience of comprehensive multi-disciplinary working with children and families	E	5
Experience of providing supervision, including student social worker or providing mentoring support	D	1
Knowledge and understanding		
Extensive knowledge of social work practices and processes, including child protection, children in care, and child in need	E	1

In-depth knowledge of relevant legislation, regulations, guidance and policies.	E	2
Knowledge and understanding of the framework for the assessments of children in need and their families.	E	3
Up to date knowledge of best practice around social work theory and practice, e.g attachment theory, strengths-based practice, parenting strategies, motivational interviewing, parenting and kinship assessments, .	E	4
Skills and abilities		
Good IT skills , including Word, Excel, PowerPoint, Outlook and electronic case management systems	E	1
Proven ability to work effectively as part of a team	E	2
Outstanding verbal and written communication skills	E	3
Excellent organisational and planning skills, ensuring all documentation is recorded in a timely and accurate way	E	4
Ability to mentor colleagues and develop assessment skills	E	5
Ability, through reflection, to analyse, interpret and make positive plans.	E	6
Think analytically to solve problems and issues, making rational, realistic and sound judgements.	E	7
Work-related personal qualities		
Strong interpersonal skills, especially in working with clients	E	1
Ability to adapt and cope with a changing environment and support colleagues in these circumstances.	E	2
A 'restorative' approach to professional practice and leadership	D	1
Ability to manage pressure effectively and cope well with conflict and challenge	E	3
Other work-related requirements		
Hold a current driving licence and be prepared to undertake occasional long car journeys and on occasions transport children or clients.	E	1
Enhanced DBS Check with relevant barred lists	Yes	n/a
Politically restricted post?	No	n/a
Flexible in the use of time and be prepared to work, sometimes, at times outside the normal working day.	E	2
Able to attend meetings and to work at a variety of locations both within and outside West Berkshire.	E	3
This role has been identified as public facing in accordance with Part 7 of the Immigration Act 2016, and therefore the ability to fulfill all spoken aspects of the role with confidence in English will be required. Conversing at ease with members of the public (including pupils), providing advice and using any specialist terminology appropriate to the role is essential for the post	E	4

Professional Capabilities Framework - Advanced Social Work Practitioners: *have their practice recognised as exemplary, and provide leadership and professional wisdom to their colleagues and other professionals for work in situations of high complexity. They continue to work directly with people who use services, and those who care for them, as well as families and communities. They provide constructive challenge to enhance practice, procedures and policies, promote innovation, and introduce new ways of working from recognised sites of excellence. They contribute to the development of knowledge and promotion of excellence in their field using evidence-informed practice. They make use of sophisticated, critical reasoning and both model and facilitate reflective and evidence- informed practice.*