

Job Description and Person Specification

Job title:	Clinical Specialist Social Worker- Learning Disabilities and Autism
Directorate:	Communities
Service:	Adult Social Care
Team:	Review Team
Post number:	05442
Salary grade:	J
Work location:	Turnham's Green
Reports to:	Katie Winter
Supervises:	To be agreed

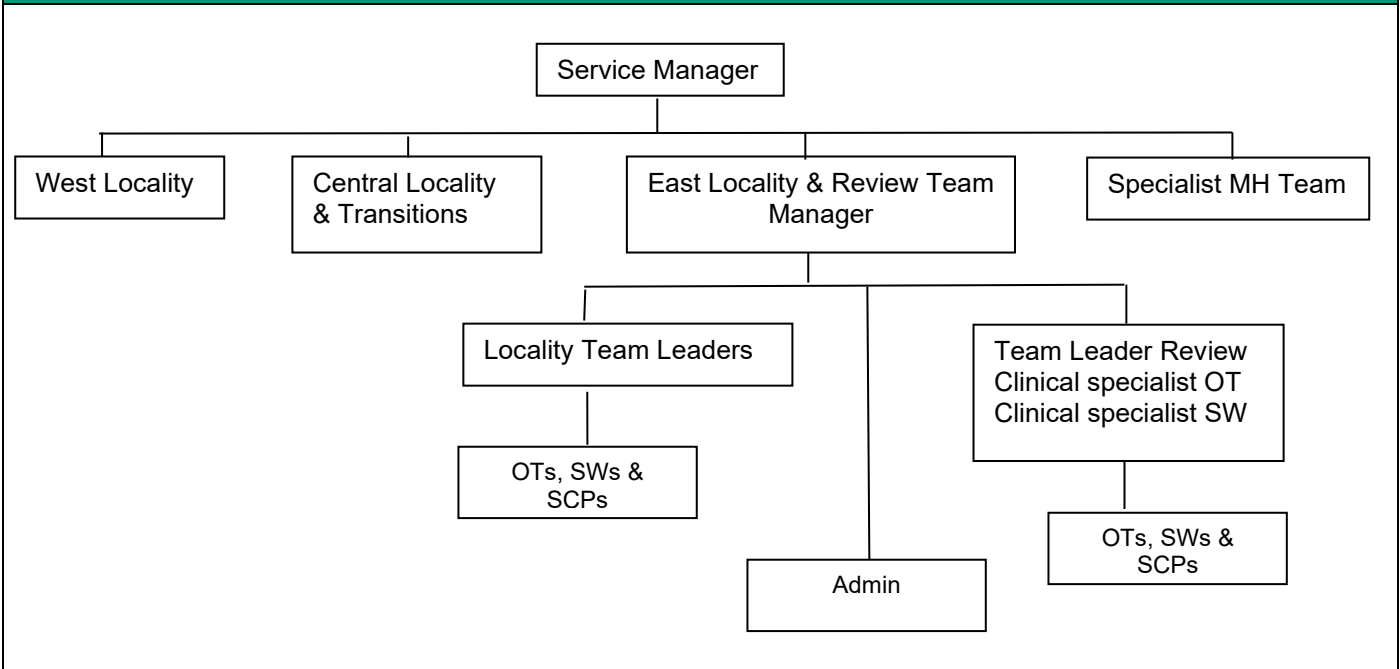
Job Purpose

To provide specialist social work knowledge and guidance for a team providing high quality service within the review team. Specifically, to deliver on the following areas:

- To undertake professional and comprehensive social work for a complex caseload of adults with learning disabilities and Autism.
- To work alongside our contracts and commissioning team, building positive relationships, and developing a framework for consistency across providers.
- To be able to negotiate with both internal and external agencies e.g. care and support providers, health service or voluntary sector organisations, ensuring appropriate services are in place.
- To provide guidance and support to less experienced staff to help them develop their professional skills and knowledge.
- To work with the Review Team Leader and Locality Manager to contribute to the development and implementation and monitoring of the service plan and continuous improvement of the service.

This is a front-facing role which requires fluency in the English Language.

Structure Chart



Main Duties and Responsibilities

Casework

- To comply with the requirements of Social Work England.
- To act as an autonomous case clinician responsible for their own complex caseload management, requiring a high degree of analysis and evaluation.
- To review care and support arrangements ensuring a strength-based approach that meets the needs to individuals and is an effective use of public funds.
- To provide people with good quality advice and information relating to care and support.
- To improve life opportunities for service users with learning disability by working with providers and West Berkshire Council contractors.
- When relevant, to work with people to connect them to community resources.
- When necessary, to work with people in crisis to stabilise their situation.
- When necessary, to work with people to meet long-term care and support needs.
- Where appropriate, to arrange Direct Payments.
- To undertake supervisory functions as directed by the line manager.
- To assist service users and carers to construct a support plan which meets their needs, outcomes and covers identified risks. In doing so, offering the widest possible flexibility and choice through comprehensive engagement with the family, the community, activities, voluntary organisations, and provider services
- To ensure that service users are safeguarded by acting in line with the Care Act and Mental Capacity Act.
- To communicate clearly.
- To ensure that all records / reports, in whatever format, are completed thoroughly and accurately.
- To promote equality as an integral part of the role and to treat everyone with fairness and dignity.
- To recognise health and safety is a responsibility of every employee, to take reasonable care of self and others and to comply with the WBC Health and Safety policy and any service-specific procedures / rules that apply to this role.
- To ensure that own practice is of the required standard by knowing and implementing relevant

Main Duties and Responsibilities

policies, procedures and guidance.

- To actively participate in supervision and appraisal, and relevant training.

Learning and development

- Keep up to date with contemporary issues in learning disabilities work including legislation and evidence-based practice and use this to inform working practice.
- Identify own individual learning needs in line with the requirements of the Social Work England's professional standards for an experienced and advanced social work practitioner and attend relevant training and development opportunities.
- Identify and develop key areas of team development, taking the lead for an area of interest that will complement the team requirements.

Lead professional

- Liaise with colleagues in own and other directorates and external agencies to gather information to inform assessment and jointly plan and deliver interventions.
- Provide constructive challenge in day-to-day practice to enhance practice, procedures and policies, promote innovation, and introduce new ways of working
- Provide leadership and professional wisdom to colleagues and other professionals for work in situations of high complexity.
- 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.
- Promote equality as an integral part of the role, treating everyone with fairness and dignity.
- Comply with WBC health and safety policies, procedures, and rules, taking reasonable care of self and others.
- Adhere to the standards set out in the WBC competency framework.

All staff are required to:

Take responsibility for the safeguarding and protection of vulnerable adults very seriously. West Berkshire Council works with adult and children's social care to ensure that the integrated service has systems in place to equip staff with the knowledge and skills to recognise abuse and take action to safeguard and protect vulnerable adults and children and young people. It is expected that all staff familiarise themselves with the appropriate structures and policies and with the West Berkshire Councils safeguarding procedures and procedures for safeguarding vulnerable adults and undertake the relevant essential training and further training appropriate to their role.

Abide by the standards of behaviour expected by their professional body and the standards of behaviour expected of all staff in West Berkshire Councils disciplinary policy and procedure.

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

- The post holder is responsible for identifying and recommending services or expenditure to meet people's care and support needs.
- The post holder shares in the wider responsibility of ensuring that Public Funds are used wisely and effectively.
- The post holder will be able to demonstrate the effectiveness of the role and its

ability to save Public Funds, providing data to senior management.

Person Specification	
Qualifications	Essential/ Desirable
Professional qualification in Social Work, with relevant post qualifying experience	E
Best Interests Assessor	D
CPD Record	E
Experience	
Experience of working in Adult Social Care sector	E
Experience of working with multi-disciplinary working	E
Experience of working with adults with learning disabilities	E
Significant experience of producing in depth analytical assessments for complex cases	E
Confident and competent in supporting applications to Court of Protection and deputyship applications	E
Experience of supporting and mentoring	E
Confident in challenging systems that may have a negative impact on the local authority or client outcomes	E
Experience of S117 and CHC funding	E
Knowledge and understanding	
Knowledge of Direct Payments system	E
Knowledge of national legislation including Care Act, Mental Capacity Act	E
Knowledge of Health and Social Care services, private and voluntary services	E
Knowledge of Safeguarding Adults procedures	E
Knowledge of national and local policy and guidance appropriate to relevant areas of work	E
Skills and abilities	
Ability to use Outlook, and a web browser to access information	E
Basic ability to use Microsoft Office (Word, Excel, PowerPoint etc)	E
Ability to work in close conjunction with customers and carers, Health, voluntary organisations, and others to achieve outcomes in the light of particular conditions, giving expert advice and guidance on realistic goals	E
Ability to use case management system and other electronic systems specific to Adult Social Care	E
Ability to guide, advise or supervise others.	E
Ability to mentor colleagues and develop assessment skills	E
Fluency in the English Language	E
Willingness to undertake training in line with role development	E
Ability to think analytically to solve problems and issues, making rational, realistic, and sound judgement	E
Work-related personal qualities	
Commitment to ensuring anti-discriminatory and anti- oppressive practice	E
Positive attitude towards risk enablement / management	E
Ability to prioritise and delegate	E
Good interpersonal skills – communicating, listening, responding	E
To have the ability to adapt and cope with changing environment and support colleagues	E
Other work-related requirements	

Full driving license and use of a vehicle for work and must be confident to travel in line with service requirements and be responsible for managing workload and time effectively	E
Enhanced DBS check with relevant barred list/s	E
Registered with Social Work England	E
Flexibility and adaptability	E
Take part in Duty Rota as required	E
Must be willing to work flexibly in line with service requirement and be responsible for managing workload and time effectively	E
This role has been identified as public facing in accordance with Part 7 of the Immigration Act 2017; the requirement to fulfil all spoken aspects of the role with confidence in English applies	E