

Job Profile

Position Details	
Post	Qualified Social Worker
Service Area	Children and Young People's Service
Reports to	Haringey Justice Service Manager
Grade	SWC
Job Family	Children's Services

Role Purpose
The social worker is a member of the multi-agency Haringey Youth Justice Service and carries out work as requested in relevant plans and within the framework of the council's policies, the Annual Youth Justice Plan, Crime and Disorder Act 1998, Criminal Justice and Immigration Act 2008 and any other relevant Children Acts.

Main Responsibilities
<ul style="list-style-type: none">• To manage a case load including the full range of referral, community and custodial orders in line with the Youth Justice Board National Standards.• To complete risk and vulnerability assessments and management plans with an emphasis on reducing reoffending, public protection and safeguarding young people.• To carry out accurate assessments on, and provide services to, young people who come into conflict with the law.• To offer a positive, comprehensive and supportive relationship to young people, their families and carers using a range of specialist skills and programmes.• To work closely with other resources and agencies providing a service to young offenders and provide information on changes in legislation, practice and procedures.• To work in partnership with multi-agency colleagues and make referrals to specialist workers/agencies within the service.• To prepare and present reports including court reports according to National Standards, actively preventing any delays to the court process whenever possible.• To ensure all programmes are delivered in line with the Youth Justice's Board's Key Elements of Effective Practice and Youth Justice National Standards to

young people subject to statutory orders imposed by the Courts, including through-care for young people serving custodial sentences, and post-release supervision.

- To monitor and evaluate the quality of the service offered, altering and/or develop programmes where necessary in the light of results achieved and changing needs of the Youth Justice Service, other agencies, young people, their families and the community.
- To participate in a duty system and respond to calls from other youth offending services/teams, other agencies and partners.
- To attend Youth and Crown Courts as part of a duty rota on a case by case basis.
- To incorporate restorative justice principles in your working practice to ensure that the needs of victims are met.
- To maintain accurate and up to date case records and statistical information.
- To ensure that the Youth Justice Service case management system is fully utilised.
- To participate in case and personal supervision in accordance with Youth Justice Service supervision and performance appraisal policies.
- To attend training relevant to your development needs.
- To carry out regular risk assessments and use internal and external agencies in managing the risk of danger and re-offending.
- To ensure all work is undertaken within an equal opportunity's framework and according to the Health and Safety Acts of 1974 and 2015; Equalities Act 2010 and other relevant legislation.
- To undertake any other duties, including working occasional evenings, consistent with the aims and objectives of Haringey Youth Justice Service and the youth justice provision within the Crime and Disorder Act 1998 and the Criminal Justice Act 2008.
- To act at all times in accordance with Haringey Council policies and procedures.

Generic Responsibilities

1. Understanding, knowledge and ability to follow guidelines that ensures compliance with Health and Safety at Work, Data Protection and other statutory requirements.
2. Understanding and commitment to promoting and implementing the Council's Equal Opportunities policies.
3. Knowledge and experience of using IT.
4. To undertake any other temporary responsibilities aligned with the overall purpose and grade of the role.

Knowledge, Qualifications, Skills and Experience	
CQSW, Dip SW, degree in social work or diploma in Probation Studies	E
Experience of working with young offenders and the criminal justice system and of implementing the Children Act 1989 and 2004 and criminal justice legislation	E
Experience of working with young offenders from a diverse range of backgrounds	E
Experience of preparing and presenting pre-sentence and other reports	E
Experience of working within a multi-disciplinary framework	E
Experience of working within an equal opportunity's framework	E
Ability to recognise and deal effectively with safeguarding issues	E
Ability to present information and write concise and comprehensive reports, letters etc.	E
Ability to communicate effectively and sensitively by telephone, in writing face to face with a wide range of people including young people, their families, other agencies and professionals, in a variety of settings.	E
Ability to work effectively under pressure and prioritise appropriately	E
Ability to maintain effective case records and monitor work and outcomes as required	E
Ability to use a variety of IT packages and a good level of IT skills	E
Understanding of a range of diversity issues as they affect young people involved in offending	E
Ability to keep up to date with current debates, legislation and guidance in relation to youth justice and mental health issues	E
Knowledge of specialist intervention skills to address offending behaviour	E
Ability to operate effectively in a multi-disciplinary service	E
Ability to complete risk and vulnerability	E

Main Contacts & Other Information
<p><u>Main Contacts:</u></p> <ol style="list-style-type: none">1. Police and Health service partners2. Professionals within Children and Families and across the Children and Young People's Service including schools and other educational provision3. Voluntary and Third Sector Organisations <p><u>Other Information:</u></p> <p>This position requires the postholder to undergo a DBS (Disclosure and Barring Service) check.</p>

Additional Information

Please complete the additional information as fully as you can.

Supervision / Management of People				
Please indicate which group best describes the total number of staff the post holder is responsible for:				
None	Up to 5 staff	6 to 15 staff	16 to 49 staff	50 plus staff
x				
Are the staff based at the same work location?				N/A
Will the post holder be responsible for contract / agency / project staff?				N/A

In the normal course of their duties would it be reasonable to expect the job holder to undertake, or be involved in, any of the following on a regular basis.
If Yes, please provide an estimate of the % of their working day this involves.

Work Environment					
Activity	Yes/No	% of working day	Activity	Yes/No	% of working day
Office duties.	Yes		Use of a computer.	Yes	
Audio typing.	No		Crisis or conflict situations.	Yes	
Walking more than a mile.	No		Manual handling.	No	
Working alone or in isolation.	Yes		Working in confined spaces.	No	
Driving a car, van or minibus.	Yes		Preparing or serving food.	No	
Exposure to infectious diseases, e.g. Tuberculosis (TB) or Hepatitis B.	No		Working in awkward positions, e.g. stooping, bending, reaching.	No	
Exposure to substances hazardous to health, including lead, asbestos or radioactive substances.	No		Operating heavy or hazardous machinery including forklifts, diggers or cranes.	No	
Regular and repetitive movements.	No		Working shifts / unsocial hours, nights.	No	
Outdoor work involving uneven surfaces.	No		Standing or sitting for prolonged periods.	No	

Activity	Yes/No	% of working day	Activity	Yes/No	% of working day
Working shifts / unsocial hours / nights.	No		Working at heights / on ladders, roof work.	No	
Teaching, or responsibility for, children.	Yes		Outdoor work involving extremes of temperature.	No	
Electrical hazards.	No		Control and restraint.	No	

Resources – identify & list personal and identifiable accountability for physical and financial resources including those of clients:

Cash/Financial Resources - Is the post personally and identifiably accountable for the accurate handling / security of cash and cheques? If yes, specify the average amount controlled at any one time and the nature of the accountability:

Plant/Equipment - is the post personally accountable for the proper use / safekeeping of plant / equipment? If yes, please indicate the type(s) of plant/equipment and the nature of the accountability:

Stocks/Materials - Is the post personally accountable for materials / items of stock? If yes, please indicate the type and approximate value and the nature of accountability:

Data Systems - is the post personally accountable for the use, manipulation and safekeeping of data systems whether manual or computerised? If yes please indicate the type of system(s) and the nature of the accountability, whilst explaining the importance of the data systems to the Council's operations:

Buildings - Is the post personally accountable for the proper use and safekeeping of buildings? If yes please indicate the type of building(s) concerned and the nature of the accountability: