

Job Profile

Position Details	
Post	Senior Social Worker
Service Area	Children's Services/ Safeguarding and Social Care.
Reports to	Team Manager/Deputy Head of Service
Grade	PO5 (plus 2 increments)
Job Family	Children's Services

Role Purpose
<p>As a senior social worker, you will be part of a specialist team working as part of the internal resource for helping children and young people moving from residential care to living with foster carers. You will support the team manager in the running of the team and to develop and maintain practice expertise's in all areas covered by the service remit and to contribute to policy development promote a culture of organisational learning and development in the context of partnership working. You will also carry a managed caseload of complex cases requiring experienced and expert practitioner input in relation working with adolescence to living safely within fostering family.</p>

Main Responsibilities
<ol style="list-style-type: none"> 1. To be responsible for a managed caseload of the more complex cases in the service and ensure the delivery of a high-quality social work input, consistent with accepted notions of best practice and national and local guidance, in the context of partnership working. 2. To model high quality professional behaviour and to develop and promote notions of authoritative practice within the service. 3. To progress children's plans in accordance with current local protocols, this may include writing statements within timescales, giving evidence on behalf of the Local Authority in Family Proceedings Court and any other court within the Family Division as required. 4. To maintain accurate and up to date electronic case records in line with Departmental policies and procedures and contribute to the continued development of the data base. 5. To offer case advice, mentoring, coaching and guidance to others in the service as required including co-working, joint visiting, assistance with court statements and other reports and assessments. 6. To support the development of a service consistent with models of partnership working with other agencies and children and their families and to work with them in enabling children to stay safely at home wherever possible.

7. To promote the welfare of children in care with particular regard for their age, sex, health, race, religion, culture and life experience.
8. To chair professional meetings and other planning/strategy meetings as required.
9. To take responsibility for your personal professional development by maintaining and developing relevant skills and knowledge of current legislation, policy and social work practice through self-direct learning and via formal PQ route.
10. To actively participate in supervision and performance appraisal
11. To work with the Head of Service, Service Manager and Team Managers in managing the development of the service ensuring it continues to improve and responds to changing need.
12. To work with other managers to ensure practice in the service is of the highest standards and that performance information is readily available, analysed and used to inform current and future working practices.
13. To develop professional expertise in a specialist area and contribute to the development of policy and procedures in certain practice areas and offer training workshops and other learning and development opportunities to the service and others as required.
14. To ensure that all expenditure on cases is properly authorized and recorded and that cases with financial packages are regularly monitored and reviewed.
15. To act as duty manager as required by the team management.
16. To report any concerns about abuse or malpractice by colleagues, in line with the Council's Whistle Blowing Policy.
17. To ensure that all legislation and local council policies regarding Health and Safety are adhered to.
18. To undertake any other temporary duties consistent with the basic duties and/or objectives of the post

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	Essential or Desirable
Good knowledge of all relevant legislation especially 1989 and 2004 Children Acts	E
Good knowledge of thinking and research into safeguarding practices and policies.	E
Ability to influence and coach others and to raise the standards of other practitioners	E
Good knowledge of risk management and child development	E
Ability to support a culture of professional and multi-agency learning and development	E
Understanding of the Assessment Framework within the context of high-quality social work practice.	E
At least three years post qualifying experience in children's services and especially in the areas of safeguarding and child protection	E
Experience in court work and working with children in care proceedings	E
Evidence of good quality practice, consistent with notions of authoritative practice	E
Recognised Social Work Qualified and HCPC Registered	E
Evidence of continued professional development.	D

Main Contacts & Other Information

Main Contacts:

1. Police and Health service partners
2. Senior Practitioners, Practice Managers and Team Managers across the Children's Service.
3. Professionals within Children and Families and across the Children and Young People's Service including schools and other educational provision
4. Professionals across other Council departments, – including OD & HR. and other Local Authorities,
5. Voluntary and Third Sector Organisations.

Other Information:

This position requires the postholder to undergo a DBS (Disclosure and Barring Service) check.

Additional Information

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?				Yes
Will the post holder be responsible for contract / agency / project staff?				No

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.	No	
Walking more than a mile.	No		Manual handling.	No	
Working alone or in isolation.	No		Working in confined spaces.	No	
Driving a car, van or minibus.	No		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.	No		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:

N/A

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:

N/A

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:

N/A

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:

N/A

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:

N/A

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:

N/A