

## Job Description

<b>Job Title:</b>	<b>Senior Social Worker</b>
<b>Grade:</b>	<b>PO4</b>
<b>Department:</b>	<b>Corporate Parenting and Permanence</b>
<b>Division:</b>	<b>Children's Care and Support</b>
<b>Reports to:</b>	<b>Team Manager</b>
<b>Responsible for:</b>	<b>na</b>
<b>Number of Posts Supervised/ Managed:</b>	<b>na</b>

### Job Purpose

- To act as a senior specialist member of a social work unit providing effective outstanding or excellent social work services to children and their families, with the purpose of safeguarding and promoting their welfare.
- To discharge the Authority's responsibilities under the Children Acts 1989 & 2004 and other relevant legislation in respect of; children in need, children in need of protection and those in the care of the Local Authority.
- All post-holders are expected to maintain professional standards of practice and to work in accordance with SWE (Formerly HCPC standards) and the Division's values, strategic objectives, procedures and managerial guidance.

### Specific Accountabilities of the Role

- . To have a caseload of complex family proceedings and or children deemed to be at high risk of significant harm. The Senior worker will be expected to demonstrate the ability to record to a high standard capturing the voice of the child, show evidence of analysis and reflection throughout.
- To act as lead practice educator for the social work unit by providing support and advice and offer shadowing opportunities to Student Social Workers, Newly Qualified Social Workers subject to Assessed and Supported Year in Employment and family support practitioners.
- To share specialist social work knowledge and research across the social work unit.
- To ensure the provision of a comprehensive induction for all new staff

- To ensure that services are efficiently and effectively provided, liaising as necessary with other Council Divisions, Health, Education, Police, voluntary and independent sector providers.
- Working within the London Child Protection procedures to undertake key work responsibilities for children subject to a child protection plan.
- To work collaboratively with other Council Divisions, Statutory Agencies including health, Education and Police, and other independent and voluntary service providers.
- To promote timely permanency planning for children in care in accordance with the Adoption Act 2002 where applicable
- Undertaking responsibilities towards children in care of the authority, including:
  - i) Formulating and progressing care plans in line with national and local procedures.
  - ii) Ensuring that the health and education needs of all children in care are met in accordance with National Standards.
  - iii) Ensuring that all procedural requirements with respect to reviewing, consultation and recording are adhered to.
- In conjunction with the Practice Managers and Senior Team Manager, to maintain performance standards in line with Division expectation and national guidance, and to alert Practice Managers of any concerns in relation to staff performance.
- To support the development of systemic practice across the Children's Social Care Divisions.

## **Statutory requirements**

This post carries a requirement to have a Disclosure and Barring (DBS) check for Children. A Social Work degree and a current SWE (Formerly HCPC) registration.

## **General Accountabilities and Responsibilities**

### Customer Care

Provide services that are fair and accessible to all, challenging existing practices that support the traditional culture and promote the Customer First proposition across the Council

### Project management

Undertake assigned projects, ensuring that agreed outcomes are delivered on time, within budget and to the expected standard.

## General Accountabilities and Responsibilities (All roles)

- Ensure compliance with appropriate legislation, Council Policies, the Council Constitution (including Contract Rules, Financial Regulations and Rules, Employment Procedure Rules, Employees' Code of Conduct), Information Security Policies, Social Media Policy and other requirements of the Council.
- Ensure high standards of records management and assume responsibility for all information assigned to the post.
- Promote the development of a high quality individual need led service, to comply at all times with the Council's policies and procedures, particularly those regarding Data Protection, Equalities and Diversity and Health and Safety.
- Ensure compliance with and actively promote the Council's Equalities and Diversity policies and strategies and comply with the Equality Act 2010.
- Ensure compliance with and actively promote Health and Safety at work legislation, Council and Service H&S policies and procedures.
- Comply with the competencies and standard requisites agreed by the Council as relevant to your post.
- Comply with the General Data Protection Regulation and Data Protection Act 2018 (DPA 2018) (all employees of the Council will not disclose or make use of, for their private advantage, any information held on manual or computer records, which are not available to the public, however acquired).
- Take responsibility for continuing self-development and participate in training and development activities.

The above mentioned duties are neither exclusive nor exhaustive and the postholder may be called upon to carry out such other appropriate duties as may be required by the Line Manager within the grading level of the post and the competence of the postholder.

## Person Specification Template

<b>Post Title</b>	<b>Senior Social Worker</b>	<b>Grade</b>	PO4
<b>Section, Division</b>	<b>Corporate Parenting and Permanence; Children's Care and Support</b>	<b>Date of Person Specification</b>	09/2020

**Application: please reflect the Knowledge, Skills and Experience criteria as well as 3 Value behaviours indicated below.**

<b>Job Requirements</b>		<b>Criteria</b>	<b>Method of Assessment</b>	<b>Job Requirements</b>		<b>Criteria</b>	<b>Method of Assessment</b>
<b>Education, Training and Qualifications</b>	Educated to DIPSW or degree level in social work	E	AF	<b>Knowledge, Skills and Experience</b>	Minimum 3 years social work experience (post qualification)	E	AF/I
	SWE registration	E	AF		Knowledge of theory and current research relating to children's or adults social care and anti-oppressive practice	E	AF/I
	Evidence of Post qualification study – e.g. Full PQSSW, any Higher Specialist/Advanced Award PQ Childcare award and/or Practice Teacher Award	E	AF/I		Understanding of contextual safeguarding and exploitation in adolescents	E	AF/I

<b>Communication, Contacts and Relationships</b>	Represents the Department in a support/advisory capacity at internal and external meetings prepares detailed reports for Child Protection Conferences, Family Proceedings etc; presents at these unaccompanied frequently called upon to deal with complex or contentious communications, demanding sensitivity and a considerable degree of discretion	E	I	<b>Equalities and Diversity</b>	Experience of incorporating Equalities and Diversity into all areas of responsibility.	E	I
	Provides support, advice and guidance to all staff in the Team on complex cases and Issues	E	I				
<b>Creativity and Innovation</b>	Ability to develop and deliver new initiatives and ideas	E	I	<b>Resources, data protection and information governance.</b>	Experience of managing budgets and an understanding of value for money.	E	I
<b>Supervision / Management of People</b>	Occasional supervision of e.g. students, contractors, temporary placements, allocating work and checking for quality and quantity.	E	I	<b>Work Demands and Decisions</b>	Decisions that could affect other Departments or the provision of service to the public.	E	I
	Contribution to Team and Service	E	I		Takes decisions on	E	I

	Targets				complex and contentious matters seeking advice where deemed necessary		
	High expectations of self and others; self-critical	E	I		Substantial personal Autonomy. Manages own time and workload, keeping Line Manager informed		
Any additional factors e.g. specialist “know how”							
Values to be assessed at application stage	Value 1: Deliver						
	Value 2: Inspire						
	Value 3: Engage						
Criteria	E - Essential			Method of Assessment	AF - Application Form		
					C - Assessment Centre		
	<b>DWP “Disability Confident Employer” Accreditation</b> Applicants with a disability or impairment will be shortlisted for interview if they meet the minimum (essential) criteria for the job. <b>Armed Forces Community Covenant</b> All personnel and veterans who have left the armed forces within the last 24 months will be offered an interview if they meet the minimum (essential) criteria for the job.				I - Interview		
					T - Test		
					W - Workplace Assessment or job trial		
					O - Other (please detail below)		

## Barking and Dagenham Council employees



### **Deliver**

I get the basics right and keep learning to develop my skills.

I work with my team and others to get things done, and never leave a problem unsolved.

I am responsible for my actions, make decisions and can explain why I made them.



### **Respond**

I am professional and polite in every contact I have with residents and customers, leaving them always with a good impression of the council.



### **Inspire**

I see it as my personal responsibility to maximise the satisfaction of customers; treating customers fairly, professionally and transparently.

I take pride in my work, and represent the council in a positive way, sending the right message to residents, customers and partners in the way I communicate and behave.



### **Value**

I understand my contribution and the part I play to change the borough for the better.



### **Engage**

I speak up constructively and with respect when I think things need to improve.