# EAST SUSSEX COUNTY COUNCIL JOB DESCRIPTION

# Job Title: Social Worker (Newly Qualified)

# Department: Adult Social Care and Health

# Grade: [Single Status 10](https://www.eastsussex.gov.uk/jobs/working-here/pay/east-sussex-single-status)

# Responsible to: Senior Practitioner

# Purpose of the Role:

The social work role involves strength-based work with people, carers and families within their communities, with the support of reflective supervision. This includes assessment, planning, safeguarding, intervention and review and compliance with statutory duties and responsibilities applicable to the service area. Within Adult Services all social workers have a responsibility to work within a legislative framework, including The Care Act 2014.

We have opportunities available for Newly Qualified Social Workers to join our superb *Assessed and Supported Year in Employment (ASYE) programme 2025-6.* Positions are within our community teams across the County who support and safeguard people with a range of care and support needs including;

**Key tasks:**

1. Work with people, carers and communities to identify what matters to them. This will include undertaking care and support assessments and safeguarding interventions that are considered suitable for allocation to a newly qualified worker.
2. Commission and review a range of support and services based on individual needs and outcomes designed to prevent, reduce, delay dependence, minimise risks and improve the quality of life for people and their carers.
3. Under supervision, recognise and respond to allegations of abuse and neglect of adults. Make safeguarding enquiries personal.
4. Use effective communication skills and employ additional steps to ensure that people can understand your role and effectively express their views and wishes.
5. Work in partnership with colleagues across departments and external agencies to gather and analyse information relevant to assessment, support planning and review. As needed, coordinate support to ensure it properly meets the needs of the person and use evidence from research to inform decision making.

# Maintain and update all records, write reports and as required, give evidence in court.

# Participate in relevant programmes of training and associated work experience for social work progression. (NB social workers will be expected to undertake Approved Mental Health Professional (AMHP)/Best Interest Assessor (BIA) and/or Practice Education(PE) training at a future stage).

Recognising that ESCC is a large organisation with a number of over-arching priorities extending to all areas of our work, you should be aware of the Council priorities and proactively seek opportunities in your work/service area to contribute, in consultation with your line manager; including:

* Net zero emissions targets – reduce your work’s environmental impact.
* Equality, Diversity and Inclusion – contributing to an inclusive and supportive working environment.
* Making the best of our resources - ensuring awareness of the impact of what you do to maximise the use of public monies.

# PERSON SPECIFICATION

# Essential education and qualifications

1. Social Work qualification and registered with the professional regulatory body.

# Essential key skills, abilities, knowledge, experience, values and behaviours

1. Ability to communicate and engage effectively with a wide range of people including adults, carers and other professionals. Understand the importance of the social work relationship and how this improves outcomes for people.
2. Ability to use appropriate frameworks to undertake assessments, make defensible decisions, analyse complex situations and evaluate outcomes.
3. Understand the inter-agency and multi-disciplinary dimensions to practice and demonstrate knowledge of the role and professional responsibilities of the Social Worker and other professionals. Ability to challenge as well as be an effective team player.
4. Ability to use and apply appropriate and effective social work interventions; applying imagination, creativity and curiosity to practice.
5. Previous experience of working with adults/children/young people either through direct work or personal experience, this can include relevant student placements.
6. Knowledge of statute and application of policy framework.
7. Knowledge of key concepts of attachement, separation, loss, change, resilience and human growth and development.
8. Capacity for logical, systematic, critical and reflective reasoning, able to use the theories and techniques of reflective practice.
9. Recognise and able to demonstrate the contribution of research within practice.
10. Able to demonstrate social work authority to challenge appropriately while retaining professional responsibility. Understanding of personal and professional boundaries.
11. Evidence of competency in recording and report writing.
12. Ability to plan and organise a varied workload, working to deadlines.
13. Ability to use technology as part of the role, Microsoft 365 including Outlook, Excel, Word, PowerPoint, Microsoft Teams, devices: laptops, corporate iPhones and surface hubs).
14. Ability to use calculations of costs to enable service provision.
15. Understand the principles of safeguarding procedures for adults and/orchildren.
16. A commitment to professional and personal development.
17. Ability and commitment to use supervision as a tool for accountability, reflection and development.
18. Ability to appropriately meet the travelling requirements of the role.

**Document version control:**

Date created/amended: March 2025

Name of person created/amended document: SL

Job Evaluation Reference: 13982

Health & Safety Functions

This section is to make you aware of any health & safety related functions you may be expected to either perform or to which may be exposed in relation to the post you are applying for. This information will help you if successful in your application identify any health-related condition which may impact on your ability to perform the job role, enabling us to support you in your employment by way of reasonable adjustments or workplace support.

| **Function** | **Applicable to role**  |
| --- | --- |
| Using display screen equipment  | Yes |
| Working with children/vulnerable adults | Yes |
| Moving & handling operations | No |
| Occupational Driving | Yes |
| Lone Working | Yes |
| Working at height | No |
| Shift / night work | No |
| Working with hazardous substances | No |
| Using power tools | No |
| Exposure to noise and /or vibration | No |
| Food handling | No |
| Exposure to blood /body fluids | No |