# EAST SUSSEX COUNTY COUNCIL JOB DESCRIPTION

# JOB TITLE: Social Worker

# DEPARTMENT: Children’s Services

# LOCATION: Countywide

# GRADE: East Sussex Single Status Grade10/11/12

# RESPONSIBLE TO: Practice Manager

# Purpose of the Role:

A practitioner who is able to undertake a full range of social work tasks independently and is able to demonstrate the ability to deal with complexity and work to the legislation relevant to their service area.

# Responsibilities at this level may include:

1. To undertake a range of tasks which could include investigation of child maltreatment, carrying out assessments of need, analysis and planning, assessment and supervision of alternative carers, train and prepare foster carers, undertake preventative work with children and young people to ensure a child is safely cared for in the home.
2. To liaise with key agencies to gather information relevant to the provision of an effective safeguarding service and care provision to children, young people and families and contribute to wider assessment processes.
3. To work with a range of legal interventions and developmental policies and procedures to support outcome based care planning for children and young people and their families.
4. Work directly with children, families, carers and communities to help them make informed decisions, empowering them to express needs and participate in the decision making process.
5. To build professional networks around the child, young person and family, provide community based support which enhances placement stability.
6. To maintain case notes and present reports to panels and in court as appropriate.
7. To contribute to the learning of social work students, newly qualified social workers and other team members, for example group supervision and mentoring.
8. To evidence ongoing commitment to continuous professional development and undertake relevant training in line with the Professional Capability Framework.

**In addition to the tasks outlined the following apply for Social Workers in Specialist Services: Emergency Duty, Youth Offending, SWIFT, CAMHS**

1. To use relevant specialist areas of expertise in undertaking complex assessments in line with service requirements.

**Progression Criteria**

**Progression from Single Status Grade 10 to 11**

In order to progress through the bar at the top of Single Status Grade 10 onto Single Status Grade 11, you must have:

* progressed through the increments of Single Status Grade 10,
* successfully completed newly qualified social worker programme or Assessed and Supported year in employment;
* demonstrated that you meet the progression criteria (as further detailed in the relevant requirements of the Professional Capability Framework); and
* obtained your managers approval to progress.

In approving your progression your manager must be satisfied that you have adequately evidenced how you meet each of the criteria in accordance with the Professional Capability Framework, including:

* Appraisal and Portfolio showing evidence against Social Worker Professional Capability Framework;
* Evidence of professional development linked to completion of East Sussex ASC and CS training pathways;
* Evidence of working with complex casework independently;
* Evidence of understanding of the principles of adult learning and beginning to contribute to the development of students and unqualified workers.

**Progression from Single Status Grade 11 to 12**

In order to progress through the bar at the top of Single Status Grade 11 onto Single Status Grade 12 you must have:

* progressed through the increments of Single Status 11,
* and in addition you will be required to demonstrate that you meet each of the following progression criteria (as further detailed in the relevant requirements of the Professional Capability Framework); and
* obtained your managers approval to progress.

A moderation panel will assess whether you have adequately demonstrated the competencies required in order that you can progress in accordance with the Professional Capability Framework, including:

* Appraisal and Portfolio showing progressive professional development linked to Social Worker Professional Capability Framework;
* Completed Professional Development and Career Review;
* Evidence of development in an area of specialist expertise;
* Evidence of sharing knowledge and good evidence based practice based on current research relevant to casework;
* Evidence of undertaking a lead role in the team to implement local and national service and professional developments;
* Evidence of contribution to the assessment, mentoring and support of social work students and newly qualified social workers, for example group supervision and mentoring.

This job description sets out the duties of the post at the time when it was drawn up.  Such duties may vary from time to time without changing the general character of the duties or the level of responsibility entailed.  Such variations are a common occurrence and cannot of themselves justify a reconsideration of the grading of the post.

# EAST SUSSEX COUNTY COUNCIL PERSON SPECIFICATION

# JOB TITLE: Social Worker

**GRADE:** East Sussex Single Status Grade10/11/12

# Essential key skills and abilities

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| These criteria will be assessed at the application and interview stage |
| **Intervention and Skills**   * Engage effectively using creativity, compassion and authority to overcome resistance, build relationships, and communicate while maintaining professional boundaries with children, families and carers in complex, variable and emotionally challenging situations. to facilitate access to opportunities that may enhance their economic wellbeing. * Ability to promote, develop and establish effective, collaborative partnerships and networks to promote appropriate information sharing, and utilise the expertise of external agency professionals, service users and carers. * Able to manage workload independently, applying critical reflection and analysis to maintain, develop and apply a range of effective judgements, and assessments, utilising a wide range of evidence and hypotheses to inform decision making, assessment and timely intervention to progress complex cases and safeguarding interventions. * Able to demonstrate accountability and effective judgement when anticipating, identifying, assessing and managing risk, seeking support and solutions where appropriate. * Able to demonstrate a skilled use of self in interventions. * Able to articulate a positive social work identity and application of power and authority. * Apply the principles of social justice, social inclusion and equality decision making in all casework, challenging issues of discrimination and oppression and demonstrating the confident application of ethical reasoning to professional practice. |

# Essential education and qualifications.

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| These criteria will be evidenced via certificates, or at interview |
| * Social work qualifications and registered with the professional regulatory body. * Successfully completed Assessed and Supported Year in employment, or the equivalent if prior to 2012, (NQSW year and academic module) or equivalent. |

# Desirable education and qualifications.

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| These criteria will be evidenced via certificates, or at interview |
| * Academic or post graduate learning relevant to the post. * Level 1 Practice Educator Professional Standards (Enabling Learning or equivalent). |

# Essential knowledge

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| These criteria will be assessed at the application and interview stage |
| * Able to demonstrate knowledge of, and competence against the 9 domains of the Professional Capability Framework at social work level. * Demonstrate knowledge of appropriate legal and policy frameworks and an awareness of current case law, that informs and mandates social work practice. * A working knowledge of human growth and development throughout the life span recognising the impact of relationships, psychological, socio­economic, environmental, physiological, factors on people’s lives. * Understand how the principles of relationship based approaches apply to practice. * Recognise how systemic approaches can be used to understand the person in the environment and inform practice. * Understand forms of harm and their impact on people, and the implications for practice, drawing on concepts of attachment, loss, resilience, vulnerability, risk and resistance. * Knowledge of theories, models and evidence bases for social work intervention with individuals, families, children, groups and communities. * Awareness of changing contexts at local, national and organisational level and their implications for practice. |

# Desirable knowledge

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| These criteria will be assessed at the application and interview stage |
| * Demonstrate an understanding of social welfare policy. * Demonstrate understanding of politico-economic environment and its influence on statutory social work delivery |

# Essential experience

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| These criteria will be assessed at the application and interview stage |
| * Experience of working directly with children and families. * Experience of completing assessments upon which effective plans are based. * Able to make use of research to inform practice. |

# Desirable experience

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| These criteria will be assessed at the application and interview stage |
| * Experience of working within a legal framework. * Experience of implementing care plans and actively working child protection plans. * Experience of contributing to the learning of student social workers. |

# Other essential criteria

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| These criteria will be assessed at the application and interview stage |
| * Demonstrate personal and professional resilience. * Able to demonstrate awareness of own professional limitations, personal values and knowledge gaps, to critically reflect on the influence and impact on professional practice and engage in regular supervision to improve practice and career development. * Work positively with others and contribute to team working and a learning environment for self, team and colleagues. * Able to meet the travelling  requirements of the post. |

**Date (drawn up): July 2013**

**Reference of Officer(s) drawing up person specifications:**