# 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

# Responsible for:

# Purpose of the Role:

The social work role involves taking responsibility for an allocated caseload under 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 the legislative framework of The Care Act 2014.

**Key tasks:**

1. Under supervision, carry a caseload and undertake a range of community care and safeguarding assessments deemed 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 promote independence, minimise risks and improve the quality of life for clients and their carers.
3. Under supervision, investigate complaints or allegations of ill-treatment of adults undertake assessments, identify and manage risks and, where appropriate, arrange accommodation for adults.
4. Work with individuals, families, carers and communities to empower them to make informed decisions and choices, enabling them to identify, express and meet their needs effectively in ways that they choose.
5. Work in partnership with colleagues in own and other departments and external agencies in order to gather and analyse information relevant to assessment, support planning, ongoing case management and review.

# Maintain and update manual and electronic case notes and other records, write reports and, if required, give evidence in court.

# Participate in relevant programmes of training and associated work experience for social work progression. (NB mental health workers will be expected to demonstrate a willingness to undertake AMHP training at a future stage).

# PERSON SPECIFICATION

# Essential education and qualifications

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

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

* Ability to communicate and engage effectively with a wide range of audiences including clients, carers and other professionals. Understand the importance of the social work relationship and how this improves outcomes for service users.
* Ability to use appropriate frameworks to undertake assessments, make sound judgements, analyse complex situations and evaluate the outcomes.
* 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.
* The ability to use and apply appropriate and effective social work interventions; applying imagination, creativity and curiosity to practice.
* Recognise the contribution of research to inform practice and demonstrate this in practice.
* Demonstrate an understanding of the importance of the wider community in responding to needs of individuals.
* Demonstrate the ability to use social work authority to challenge appropriately while retaining professional responsibility.
* Evidence of competency in recording and report writing.
* Effective team worker.
* Good time management and prioritisation skills.
* Competent IT skills.
* Ability to use relevant financial systems as required.
* Previous experience of involvement with vulnerable Adults and/or children/young people (either through direct work or personal experience. This may include relevant student placements).
* Demonstrate appropriate application of the Care Act and other legal and policy frameworks and guidance that inform and mandate social work practice.
* Demonstrate a knowledge of key concepts of attachment, separation, loss, change, resilience and human growth and development.
* Understand the principles of safeguarding practice for adults and children.
* Demonstrate a capacity for logical, systematic, critical and reflective reasoning and apply the theories and techniques of reflective practice.
* Ability to take personal responsibility and demonstrate an awareness of personal and professional boundaries.
* Demonstrate an ongoing commitment to continuing personal development.
* Ability to use supervision as a tool for accountability, professional reflection and development.
* Ability to meet the travelling requirements of the post.

**Document version control:**

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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 |