

BRIGHTON & HOVE CITY COUNCIL

JOB DESCRIPTION QUESTIONNAIRE

Job Title:	Advanced Adolescent Practitioner
Reports to:	Adolescent Service Manager
Department:	Families, Children & Learning
Section:	Adolescent Services
Date written:	November 2017

Purpose of the Job

(Give in one or two sentences the basic reason why the job exists.)

To act across the service as a practice lead for a specialist area of adolescent and to assist the development of expert professional practice with adolescents.

Drive forward professional development and accountability through working directly with Families, Children and Learning staff as individuals and in teams to support, assess and monitor relationships with children and families.

Deputise for Team/Adolescent Service Manager in their absence as required.

Principal Accountabilities

(Please list the key areas of contribution of the job. These would normally be 6-10 statements, listed in order of importance and approximate percentage of time spent on each.)

1. Provide co-working, mentoring and/or case supervision to qualified and experienced and unqualified staff, carrying out professional supervision and assessment as appropriate, particularly in relation to their specialist field. This includes leading on group supervision in teams.
2. Take a lead role in data analysis and quality assurance across adolescent services that includes the compiling of quarterly statistical and audit reports.
3. Develop and maintain up to date expertise in specialist field to be able to develop fellow team members and also to demonstrate this consistently at a level recognised in the court settings (family, criminal and coroners).
4. Keeping up to date to ensure that specialist expertise includes key new developments in this practice area through ongoing research and using this to support the development of others.
5. Contribute to development of effective strategies, policies and practice
6. Manage a small caseload of complex cases and where directed act as representative of the Local Authority in court proceedings, statutory panels and with partner agencies.
7. To assist with the development and delivery of training programmes and team presentations for social work staff within their specialist area.

8. To deliver inputs as part of the ASYE for newly qualified social work staff.
9. Design and deliver training interventions and development activities and contribute to the development of the services Continued Professional Development offer.
10. As needed provide temporary cover in absence of Team/Service Managers in their absence as directed by Heads of Service/Principal Social Worker.
11. Hold operational management responsibility for a specialist area of Adolescent Services and work with the Service manager to provide line management of staff

General Accountabilities

Ensure that all operations are conducted in accordance with the council's Health & Safety policy and all relevant legislation

Be prepared to implement the Council's Equalities Policy at all levels appropriate to the job and carry out his/her duties with due regard to the Council's Equalities Policy at all times.

Your duties will be as set out in the above job description but please note that the Council reserves the right to update your job description, from time to time, to reflect changes in, or to, your job.

You will be consulted about any proposed changes.

The list of duties in the job description should not be regarded as exclusive or exhaustive.

There will be other duties and requirements associated with your job and, in addition, as a term of your employment you may be required to undertake various other duties as may reasonably be required.

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PERSON SPECIFICATION

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Essential Criteria

Job Related Education, Qualifications and Knowledge	<ul style="list-style-type: none">• Must hold PGDip Social Work, Nursing, Probation qualification or other relevant professional qualification.• If Social Work qualified, to be registered with HCPC• Working towards MA or MSc Social Work Practice with Leadership & Management pathway and/or meeting Stage 2 Practice Educator standards• Detailed working knowledge of relevant legislation• Experience of delivering all tiers of the service's practice
Experience	<ul style="list-style-type: none">• Substantial post qualification experience• Experience of undertaking supervisory responsibilities for other staff and / or students
Skills and Abilities	<ul style="list-style-type: none">• Good communication and interpersonal skills• Ability to take a positive lead role in developing and changing services• Ability to undertake professional supervision of workers and understanding of how to manage performance.• Ability to manage resources including staff and budgets• Ability to manage tasks, plan and prioritise within resource constraints• Ability to work in partnership with users, carers and other agencies• Ability to use information to take critical decisions and manage risk• Able to demonstrate competency against the Professional Capabilities Framework at the advanced level
Equalities	<ul style="list-style-type: none">• To be able to demonstrate a commitment to the principles of Equalities and to be able to carry out duties in accordance with the Council's Equalities Policy.
Other Requirements	

