# EAST SUSSEX COUNTY COUNCIL JOB DESCRIPTION

# JOB TITLE: Social Worker (Newly Qualified)

# DEPARTMENT: Children’s Services

# LOCATION: Countywide

# GRADE: [East Sussex Single Status Grade 10](https://new.eastsussex.gov.uk/jobs/benefits/east-sussex-single-status)

# RESPONSIBLE TO: Practice Manager

# 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.

# Key Tasks:

1. Under supervision, and with attention to anti-oppressive practice, investigate concerns of neglect or ill-treatment of children. Undertake assessments in line with statutory and legal frameworks and where appropriate arrange accommodation for children and young people.
2. Apply East Sussex’s model of relationship-based practice to preventative work with families to reduce the need for care or accommodation. Ensure any decisions that are made about accommodation are timely and decisive and evidence informed.
3. Work collobaratively with children, young people, families, carers, and communities to help them make informed decisions, enabling them to clarify and express their needs and and contribute to case planning.
4. Apply key approach of assessment, planning and review in all of your casework including the planning and review of care plans for children and families.
5. Work with colleagues and professionals across other teams, departments, and external agencies, sharing information appropriately and proportionality and creating effective multi-agency plans that address risk and create stability.
6. Maintain and update case notes and other records, write reports for a variety of professional purposes and, if required, give evidence in court in relation to public or private proceedings.
7. Undertake agreed programmes of training and regular personal development to ensure the requirements of the Assessed Supported Year in Employment are met.

# EAST SUSSEX COUNTY COUNCIL PERSON SPECIFICATION

# Essential key skills and abilities

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| These criteria will be assessed at the application and interview stage  |
| * Ability to communicate helpfully, both verbally and in writing, with children, parents/caregivers, colleagues, managers and other professionals from a diverse range of backgrounds.
* Experience of using legal and policy frameworks and guidance that inform social work practice.
* Ability to complete holistic assessments, informed by research and social work theory and including complex analysis of needs and risks.
* Ability to use holistic assessments to inform effective case planning including providing evidence based social work intervention that creates change for children and families.
* Ability to contribute to effective inter-agency working focused on improving outcomes for children and families.
* Awareness and application of the principles of confidentiality and information sharing.
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# Essential education and qualifications.

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| These criteria will be evidenced via certificates, or at interview  |
| * Recognised social work qualification and current registration with the professional regulatory body.
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# Essential knowledge

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| These criteria will be assessed at the application and interview stage  |
| * Knowledge of the principles of safeguarding procedures for children and vulnerable adults.
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# Essential experience

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| These criteria will be assessed at the application and interview stage  |
| * Previous experience of working directly with Children and Families and vulnerable Adults.
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# Other essential criteria

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| These criteria will be assessed at the application and interview stage  |
| * Demonstrate an understanding of, and commitment to, anti-oppressive practice.
* Demonstrate emotional self-awareness, commitment to professional boundaries and clarity regarding personal coping strategies.
* Ability to meet the travelling requirements of the post.
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**Date (drawn up): Modified June 2022**

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

**Job Evaluation Reference: 8865**

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 |