

Childrens Social Care Social Worker (Level 2) Job Description

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Contents

Childrens Social Care Social Worker (Level 2) Job Description	1
Contents	2
Job Title	3
Directorate & Section/Unit	3
Salary Grade.....	3
Reporting to	3
Management Responsibility for	3
Purpose of Job.....	3
Main Activities and Responsibilities:.....	3
Accountability	3
Workload	4
Complexity.....	4
Decisions.....	4
Authorisation	4
Day duty	4
Court work.....	4
Training	4
Liaison.....	4
Practice teaching	5
Stand-by duty	5
Administration.....	5
Professional practice	5
Generic Accountabilities	5
Contacts:.....	6
Internal	6
External	6
Additional Information:	6

Job Title

Social Worker (Level 2)

Directorate & Section/Unit

Children's Social Care

Salary Grade

SCP 28-30

Reporting to

Team Manager

Management Responsibility for

No formal supervisory responsibility.

Purpose of Job

The Social Worker is a member of a Departmental or Multi-Disciplinary team which provides a service to the community on a specialist or geographical basis. S/he is required to assess, plan, implement and evaluate action or treatment. S/he is expected to assist the Service in generating resources and to negotiate for and co-ordinate the application of resources and seek modification of attitudes or behaviour when required. The main purpose of the job is to help children and families cope with social, emotional, and environmental problems and to help them retain independence and live as normal a life as possible in the community. The wishes of children and their families are of vital importance in formulating any plans. In achieving these objectives, the Social Worker will mobilise the personal resources of families and communities through appropriate social work methods. The Social Worker will draw upon from the Directorate's resources and make arrangements with other statutory bodies and the private and voluntary sector where appropriate. The Social Worker will also ensure that relatives, friends and neighbours, etc. are enabled to make the maximum contribution possible.

Main Activities and Responsibilities:

Accountability

The Social Worker is accountable to a Team Manager or nominated Supervisor. Supervision will be provided on an assessed basis dependent on experience, ability, qualifications and the number of more complex cases carried.

Workload

Work will be allocated to the Social Worker by the Team Manager or nominated Supervisor. The workload will comprise the provision of a service to clients who may be drawn from any client groups, to groups of clients or to communities.

Complexity

Level 2 Social Workers will be expected to take responsibility for a small number of more vulnerable individuals or those with complex problems. Any group or community work responsibilities may include a small amount of more complex tasks. The proportion of more complex work allocation may be increased as part of the preparation for progress to a Level 3 post (SCP 31-34/37). Additional closer supervision may be provided to compensate for an increase in the proportion of complex work, for example, if any work already allocated becomes more complex.

Decisions

Level 2 Social Workers may be expected, in an emergency, to take decisions affecting the liberty of clients or the removal of an individual from home.

Authorisation

The Social Worker is expected to develop a full understanding of his/her tasks and responsibilities in accordance with statute, including the authority vested in him/her in the legal authorisation.

Day duty

The Social Worker will undertake Day Duty if required.

Court work

Level 2 Social Workers may be expected, on occasions, to represent the Authority in Court and also may be required to attend as a witness.

Training

Social Workers will be required to attend relevant training courses and staff development programmes, when available.

Liaison

Social Workers may be expected to undertake specific liaison functions and/or specific areas of work with other establishments/groups/agencies where such concentration arises primarily from organisational needs.

Practice teaching

Social Workers may be expected to help the Department's Training Programme by providing In-Service and Observational Placements for students and staff.

Stand-by duty

It is a condition of the post that you may be required to undertake stand-by duty for which payment will be made in accordance with NJC rates, which also covers occupied time of 10% or less of the session. Where the occupied time is greater than 10% of the session, such additional time will be paid at the appropriate overtime rate as determined by the County Council from time to time. Each overnight session on Monday to Saturday counts as one session for payment purposes, which each session on Sundays, Bank and Public holidays will count as two sessions for payment purposes.

It may not be necessary for you to undertake out-of-hours stand-by duties whilst there is an Emergency Duty Team. If, however, you volunteer to assist the Emergency Duty Team, payment will be as follows:

- (a) stand-by duty allowance in accordance with NJC rates, which also covers occupied time of one hour or less in the session;
- (b) for any additional occupied time, the appropriate overtime rates as determined by the County Council from time to time.

Administration

Social Workers will be conversant with Department policies and procedures and will be required to keep written/electronic records as appropriate.

Professional practice

Social Workers should be conversant with current thinking on professional conduct and practice.

Generic Accountabilities

- To maintain personal and professional development to meet the changing demands of the job, participate in appropriate training activities and encourage and support staff in their development and training.
- To undertake other such duties, training and/or hours of work as may be reasonably required and which are consistent with the general level of responsibility of this job.

Childrens Social Care Social Worker (Level 2) Job Description

- To undertake health and safety duties commensurate with the job and/or as detailed in the Directorate's Health and Safety Policy.
- The duties described in this job description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the Council's Equality and Diversity Policy.
- The Social Worker may be asked to participate in the Council's emergency response arrangements as directed by the designated officer.
- Working with some vulnerable children, young people and adults can, at times, be emotionally challenging for which appropriate support will be provided through management supervision. The post holder must be able to deal with such mental demands.
- This post meets Regulated Activity (as defined by the Safeguarding Vulnerable Groups Act 2006 as amended by the Protection of Freedoms Act 2012) and is subject to an enhanced Criminal Records Check (via the Disclosure Barring Service, DBS) and the relevant children and / adults barred list(s) checks.

Contacts:

In all contacts the post holder will be required to present a good image of the Directorate and the County Council as well as maintaining constructive relationships.

Internal

Colleagues and Team Managers in Children's Services and other Directorates; Operational Managers/Service Managers in Children's Services; Legal Services.

External

Officers in partner agencies, e.g. Health Trusts, schools, District Councils, other local authorities, Police, Probation, YOS, Magistrates and local judiciary, Connexions, voluntary and community organisations, service user groups, Department for Education, Ofsted, GOWM.

Additional Information:

- The Council reserves the right to alter the content of this job description, after consultation, to reflect changes to the job or services provided, without altering the general character or level of responsibility.
- Reasonable adjustments will be considered as required by the Equality Act.

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