

Job Profile: Social Worker (Current Grade S9 – P1)

<b>Job Title</b>	Senior Social Worker
<b>Grade</b>	S9
<b>Service area</b>	Commissioning and Operations (Personal Care & Support) - Adult social care
<b>Team</b>	
<b>Reports to</b>	Assistant Team Manager ( Current grade SP10 senior operational lead)
<b>Job Purpose</b>	<p>To provide a professional social work service to adults their families and carers living in Surrey in line with the requirements of the Care Act. To engage with individuals, families, groups and communities to assess and intervene and using professional judgement employ a range of interventions promoting choice, control and independence.</p> <p>At this level the post-holder is more autonomous . They demonstrate expert and effective practice in complex situations, assessing and managing higher levels of risk, striking a balance between support and control, liaising with a wide range of professionals, including more senior levels.</p>
<b>Professional duties and responsibilities</b>	
Casework management	To take professional responsibility for managing a complex caseload which will include individuals, carers and families who require support and guidance. To enable them to identify their needs and plan support to meet those needs using the full range of options including family friends and community support. To demonstrate confident and effective judgement about risk and accountability in decision-making and be able to sustain engagement with fluctuating circumstances and capacities, including where there is hostility and risk.
Assessments	To use assessment procedures discerningly in response to the presenting needs of the individual and carer to ensure that a proportionate assessment is completed in a way that enables them to maximise their participation and identify their outcomes. To comply with legislation to complete mental capacity assessment, best interest decisions and risk assessments when necessary ensuring transparency throughout. To be able to make skilled professional judgements for interventions including in crises and in response to challenge or in the absence of complete information.
Support planning	To assist individuals, carers and families to develop support plans to meet the outcomes identified using local authority funding where eligible needs are identified . To actively encourage involvement and ownership of the plan but to take a leadership role where appropriate. To give clear explanation of the use of direct payments so that informed decisions can be made supporting choice and control. To ensure that independent advocacy services are sought when required to enable engagement in the planning process.
Reviews	To carry out reviews in line with the Care Act and other legislation. To ensure that everyone with a support plan in place has the opportunity to reflect on what is working, and what needs to be changed and can do so in a person centred outcome focused way.
Prevention	To actively promote wellbeing and independence, enable individuals and carers to retain or regain their skills and confidence and prevent or delay deterioration. To engage effectively with families to facilitate contingency planning to anticipate complexity and changing circumstances.
Identifying support services	Identify service options including those offered by family, friends and the community.

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Service provision	To identify where appropriate a range of providers including district and Borough councils and the voluntary sector. To ensure that conversations are facilitated to refer to other agencies such as NHS Continuing Healthcare, Carers support groups, charities etc.
Advice guidance and signposting	To provide information advice and guidance in line with the Care Act to individuals, carers and families who contact Surrey Adult Social Care service. To recognise the need for and appropriately signpost to other agencies, services or providers.
Duty/Intake	To assist with the duty/intake function of the team as required, providing immediate professional guidance on urgent issues, arranging immediate support to manage risk in line with a personalised approach and escalating issues of concern to more senior staff
Safeguarding	Undertake assessment and planning for safeguarding in more complex cases, and support colleagues by utilising safeguarding skills. To understand the forms of harm and their impact on people and the implications for practice, To apply the principles and concepts of 'Making Safeguarding Personal' in all safeguarding practice.
Staff development	Play a leading role in practice development in the team and help promote and sustain a learning culture. Deliver formal professional reflective supervision and provide guidance and advice regarding casework to less experienced qualified social workers. Assess and supervise the work of social work students and newly qualified social workers (ASWE ) and mentor less experienced staff. As part of supervision and appraisal support with personal development and where relevant continuing professional development.
NHS Continuing Healthcare	To complete where appropriate the NHS Continuing Healthcare check list, making referral where appropriate, liaising with other professionals, attending the MDT / Decision Support Tool meeting and ensuring that individuals carers and families have a transparent and clear idea of the process and support where required.
Data Quality	To take professional and personal responsibility for clear recording of assessments, analysis and judgements, maintaining up to date case work records on the database as required by Surrey County council
Equality and Diversity	Recognise diversity and apply anti discriminatory and anti-oppressive principles in practice, and provide leadership to others in this area in line with the directorate's equality action plan.
<b>Work Context</b>	
	<p>Social work staff working in Surrey Adult Social Care are based in either a locality team linked to one of 11 district and boroughs which provide community social work, occupational therapy services and social care to the local community or they are based in one of 5 hospital teams providing 7 day 8.00am – 8.00pm social work and social care support to individuals carers and families involved in discharge from hospital.</p> <p>You will be required to work flexibly; you will be supported to do this with mobile IT equipment and hot desking facilities.</p> <p>Surrey has both urban and rural areas and locality based social workers will be expected to have a valid driving licence to drive in the UK and access to a vehicle. Reasonable adjustments will be made for social workers who have a disability to enable them to fulfil the requirements of the job.</p> <p>Professional supervision will be provided.</p>
<b>Dimensions</b>	

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<b>Financial</b>	This post has no direct budget responsibility however the post holder may make recommendations for the provision of services in line with the budget determined according to the assessment of needs and advise less experienced or unqualified colleagues on budget and the cost of services. By agreement some staff are given enhanced authority to make financial decisions subject to specific guidelines.
<b>Non financial</b>	The post holder will have no direct line management responsibility but will have supervisory skills and experience to be able to provide professional supervision to qualified social workers on a delegated basis.
<b>Person Specification</b>	
Qualifications	Recognised Social work qualification ( DipSW, CQSW, CSS or approved equivalent, BA Hons Social Work or other relevant degree in Social Work. 3 years post registration experience working in a social care or community multi agency environment as qualified Social Worker.
Registration	Social workers must have current registration with Health Care Professions Council (HCPC) and adhere to the HCPC standards for conduct, performance and ethics
Assessed and Supported Year in Employment (ASYE)	All registered social workers qualifying from 2012 will be required to have successfully completed their ASYE in order to demonstrate capabilities required at ASYE level or higher
Knowledge	Must have : An in depth and up to date working knowledge of relevant national and local policy and statutory guidance and legislation in relation to the provision of social care services. A detailed and applied knowledge of the Mental Capacity Act 2005 A detailed knowledge of social care processes and responsibilities in line with personalisation, self directed support and person centred planning. An understanding of the principles of confidentiality and information governance and how these apply to social care. A detailed knowledge of the forms of harm and their impact on people and the implications for practice. An understanding of diversity and how it affects practice. A knowledge of the range of theories and models for social work intervention with individuals, families, groups and communities and the methods derived from them. An understanding of social welfare policy, its evolution, implementation and impact on people, social work, other professions and interagency working.
<b>Skills and Abilities</b>	
Communication skills	Ability to communicate appropriately and in a timely way with individuals, carers families, other professionals and colleagues; which is clear, fluent, concise and jargon free and in a courteous calm and professional manner. This includes both verbal and written communication. Be able to routinely explain professional reasoning, judgements and decisions made and record these in a clear concise way. Be able to write assessment documents, letters, e mails and reports in a way that is clear and easily understood by anyone reading them.
Team working	Ability to co-operate and work well with others, support colleagues both within

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and staff supervision	and outside of the team and contribute to the successful achievement of team goals, sharing information and learning whilst supporting others. The ability to manage effective reflective supervision with less experienced Social work staff and the ability to supervise staff who are not professionally qualified.
Working with others	Ability to engage with individuals, families, groups and communities, working alongside people to assess and intervene. Enable effective relationships and use appropriate skills. Use professional judgement, employing a range of interventions: promoting independence, providing support and protection, taking preventative action and ensuring safety whilst balancing rights and risks. Understand and take account of differentials in power, and use authority appropriately. Evaluate their own practice and the outcomes for those they work with. Communicate with compassion and authority in challenging situations and with resistant individuals.
Using IT	Competent in the use of basic IT skills . A willingness to learn how to use the SCC adult social care data base and other software programmes where required.
Numeracy and value for money	Competent use of basic numeracy skills. The ability to understand and explain basic cost information and the ability to contribute to monitoring discussions regarding the use of budgets and resources.
<b>Relevant experience</b>	
Casework	Be able to effectively engage with people in complex situations both short-term and building relationships over time. Be able to gather information over time so as to inform judgement for interventions in more complex situations and in response to challenge. Be in the process of developing an increasing range of intervention methods and be able to evaluate their effectiveness in practice and be able to make timely decisions when positive change is not happening. Be able to demonstrate and promote appropriate information sharing and routinely explain professional reasoning, judgements and decisions. Be able to chair a range of meetings and offer expert support at case meetings. Be able to offer expert opinion in the team, other professionals and organisations.