

## ROLE PROFILE

Job Title	<b>Social Worker</b>
Barnet Band & scale range	<b>Grade I</b>
Reports to	<b>Team Manager/Deputy Team Manager</b>
Service area	<b>Family Services</b>
No. of staff responsible for	<b>None</b>
Budget responsibility (£)	<b>None</b>

### Purpose of Job

- To work within a Resilience framework to provide a comprehensive and effective integrated social work service to respond to the needs of children and their families in a timely manner and within statutory guidelines and statutory obligations of the council.
- To assess need, plan and deliver focused intervention to safeguard children and promote positive outcomes.
- To use evidence based analytical practice to implement and evaluate safeguarding measures to ensure all children are given the opportunity to reach their full potential.
- To contribute to the delivery of highly effective Children Services in an efficient manner; taking responsibility for working and managing a caseload within a framework of appropriate supervision, dependent upon the complexities of the case and the social worker's experience.
- To work with children and families to support vulnerable service users ensuring the needs of the child remain paramount.
- To work to a structured time management practice; submitting reports, assessments and plans within regulated timescales.
- To co-ordinate, and take a lead role in multi-professional/ agency core groups and other professional meetings.
- To be competent in all areas of the Knowledge and Skills Statements for Child and Family social workers.

## **Key accountabilities**

### ***Professional Direction***

- This post will form part of a dedicated team undertaking complex social work with children, their families and wider support systems.
- The key accountabilities will be undertaken in accordance with relevant statutes, guidance, regulations, policies and procedures and the HCPC Standards of Proficiency for Social Workers. The job holder will uphold the HCPC Proficiency for Social Workers and maintain an updated portfolio evidence of continuous professional development.
- The job holder may be directed to a particular specialism of recognised social work and may require additional Knowledge and Skills as set out in the KSS for that area of work.
- The job holder will demonstrate an understanding of complexity which applies to the role and be able to adequately respond to these in a timely purposeful manner which meets the Nolan Standards. Complexity will involve combinations of:
  - Multi agency/professional and disciplinary input
  - Complex family /organisational dynamics
  - Serious hostility and conflicts of interest
  - Multiple problems/disadvantages
  - Multiple/significant risk factors
  - Adolescent High risk and vulnerability
  - Need to take into account the public interest.

### ***Duties & Responsibilities***

- Provide high quality social work as part of a multi-professional team, acting, as required, as the lead professional for families caring for adolescents presenting with a range of needs including being victims/perpetrators of child sexual exploitation, young people affected or involved in serious youth violence and group offending, missing from home.
- Build the resilience of children, young people and their families by using evidenced based approaches to achieve sustained change.
- Use the direction, support and guidance of your line manager and the multi-professional team to effectively manage the range of complexities of risk and ambiguity families present with.
- Establish rapport, build respectful relationships with children, young people, their families, obtaining and recording their views accurately
- Mobilise existing and potential support networks for children, young people and their families through effective and regular engagement and communication, working collaboratively and including their views and

contributions to assessments and plans made for children, young people and their families

- Undertake assessments of children, young people's circumstances, using observation and information gathered from a range of sources to provide evidence and analysis of children's needs leading to recommended levels of intervention and of service provision.
- Work with children, young people and their families in a range of settings, including their homes to undertake assessments and interventions aimed at building their resilience and improving outcomes.
- Take responsibility for making decisions about the tasks that need to be completed with families and at all times working in the families best interests and considering the impact of your involvement on children, young people and their families
- Use flexibility and creativity to engage adolescents and develop relationships of trust, bringing to the attention of your line manager any concerns relating to the quality of parenting or the safety and well-being of children and young people within their home, school or community environments.
- Effectively plan for change, involving relevant professionals and family members by clear on what needs to change, how the individual or family will be supported to achieve the change and how and when the plan will be monitored and reviewed, including the provision of regular feedback to families on progress towards agreed plans as they form and develop.
- Routinely use measurement tools with families to track and monitor the impact of interventions and the progress children, young people and parents are making towards agreed change.
- Prepare clear and concise informative written reports based on complex evidence in relation to your work with children, young people and their families as required and to agreed standards and timescales.
- Attend and participate in Child Protection Conferences and Looked After Children Reviews, and where appropriate, organise and chair multi-agency meetings promoting at all times the best outcomes for children.
- Adequately prepare for and represent the Council during court proceedings in order to recommend and seek legal interventions that are in the best interests of the children or young people.
- Pro-actively acquire knowledge to share with families about local resources, facilities and other sources of support available to children, young people and their families as appropriate, and support individuals to develop links with those services including voluntary services, Children Centres, Youth Services, adult and community based services.

- Be reliable and work flexibly (including early mornings, evenings and occasional weekends) to meet children, young people and their families needs.
- Maintain up to date and high quality case records of your work and children, young people and their families circumstances contributing to the overall picture of need and risk.
- Prepare information for the Permanency Planning panel and make appropriate recommendations of threshold decisions and care planning
- Learn, use and maintain required management information, administrative and associated ICT systems to input data and enable operational service effectiveness as required.
- Take responsibility for your own professional development by actively engaging in supervision, appraisals, training and research activities, with particular regard to high risk/high vulnerability groups.
- Contribute to learning across Family Services about best practice in social work interventions promoting the best outcomes for children.
- Assist in the development of service policies, procedures and working practices at local, departmental and inter-agency levels.
- Encourage appropriate user participation in the delivery, monitoring and evaluation of the service.
- Be aware of all relevant legislation and guidance including the London Child Protection Procedures and the concept of significant harm and to take immediate steps to ensure the safety of children in situations of risk, and to report concerns as soon as possible using agreed procedures.
- Acquire knowledge about different groups, races and cultures which inform service delivery and have regard for the particular needs of children from black and minority ethnic groups.
- Keep abreast of new and relevant legislation, guidance and regulations in order to assure a competent level of professional knowledge

### ***General***

- Operate within the Council's financial regulations, budgetary framework and the service's delegated powers to minimise the risk of a breach and ensure that the service delivers value for money.
- Ensure all financial transactions actioned are recorded and accounted for to the standards required.
- Be committed to the Council's core values of public service, quality, equality and empowerment.

- This post may be required to carry out other reasonable duties commensurate with the grade, as requested by line manager.
- This job description is not exhaustive and may change as the post or the needs of the Council develop. Such changes will be subject to consultation between the post holder and their manager and, if necessary, further job evaluation.
- Work with a degree of flexibility required to perform work not specifically referred to above although falling within the scope of the post at the appropriate grade.

***Health and Safety***

- Ensure safe and efficient delivery of service by achieving high standards of health and safety and reducing risk.

***The Council's Commitment to Equality***

- Deliver the council's commitment to equality of opportunity both in the provision of services and as an employer. Promote equality in the work place and in the services the council delivers.

## PERSON SPECIFICATION

	Level required
Professional qualifications / memberships	Must hold registration with Health and Care Professional Council (HCPC)
Education	Degree/post graduate or equivalent recognised social work qualification. CQSW (75-91); DipSW (91-09)
Other	Must have a satisfactory DBS outcome

### ***Knowledge and Experience***

- Experience of working with children and families in any setting
- Working with high risk/high vulnerability adolescents
- Experience of statutory work including Child Protection work
- Essential Training on:
  - Children Act
  - Child Protection Work
  - Direct Work with Children
  - Assessment skills
  - Integrated Children’s System
- Completion of ASYE accreditation. (Assessed and Supported Year in Employment)
- Must have knowledge and experience as set out in the Level Two/Three Skills and Competency Framework for Social Workers and be able to meet the standards set out in the Children Knowledge and Skills Statements

### ***Skills***

- An excellent understanding of the context of child development in relation to parenting capacity, family and environmental factors
- A good knowledge of adolescent development in relation to deprivation, family complex needs and the ‘push and pull’ factors for children and young people missing from home and at risk of gang involvement and exploitation
- A strong capacity to assess and balance risk and protective factors in families and communities
- Ability to create a rapport and build trusting and professional relationships with children, young people and families
- Demonstrated ability to work creatively, effectively with children, young people and their families using a range of evidenced based intervention tools and approaches, problem solving skills and measurement tools

- Capacity to provide a measured response to crisis, prioritise tasks, manage own workload and be accountable for your work with children, young people and families
- Ability to work as part of a multi-professional team and with wider partners by establishing good working relationships and maintaining effective communication, demonstrating a clear understanding of the roles and responsibilities to promote an integrated approach
- Be reliable and possess a resilient, solution focused and 'can-do' attitude towards colleagues, managers and peers with a good capacity to apply diplomacy in a complex and demanding environment
- A keen interest in research findings and contributing to the development of best practice with children and families
- A good working knowledge and understanding of national and local policy, procedure and guidance in relation to vulnerable adolescents and more generally children in need and at risk including the London Child Protection Procedures and Working Together to Safeguard Children
- Excellent knowledge of relevant legislative frameworks for protection vulnerable children including Children Act 1989 & 2004, Children and Families Act 2014, Children and Social Work Act 2017.
- Ability to summarise, analyse and evaluate complex information, reflect on changing circumstances, new evidence and be open to the views of others
- A good capacity to share information verbally and by writing concise reports about children with other agencies in order to safeguard them and promote their welfare in line with the requirements of the Data Protection Act
- Ability to demonstrate a commitment to equal opportunities for users and staff, and anti-discriminatory practices
- Has lived or worked in a multi-cultural environment

### ***Special Job Requirements***

- A current driving licence is desirable
- Willingness to work flexibly and beyond office hours as and when necessary
- Ability to travel

### ***Technical / Knowledge Requirements***

- must be IT competent, including Microsoft Office Word and Excel, information management and recording systems.