

Title Qualified Social Worker	Department Children, Families & Cultural Services	Post Ref.
<p>Job Purpose</p> <p>As a position within the Integrated Children's Disability Service (ICDS) this post will provide appropriate social care advice, consultation, assessment and analysis to cases that are progressing through the Education, Health and Care Plan pathway.</p> <p>Support and contribute towards EHC panel decisions in respect of EHC Needs assessments and Plans.</p> <p>Support comprehensive social care assessments, as necessary, to inform the local authority's defence at SEND appeals, where appeals against local authority decisions in respect of EHCP's and educational placements are registered at first-tier tribunal.</p>		
<p>Key Responsibilities</p> <ol style="list-style-type: none"> 1. Take reasonable care for your own health and safety and that of other persons who may be affected by the performance of your duties and where appropriate to safeguard the health and safety of all persons and premises under your control and guidance in accordance with the provisions of Health and Safety legislation, Authority and Departmental Codes of Practice and Procedures. 2. Carry out social care assessments (as appropriate) to support EHC Needs Assessments 3. Understand a child/young person's social care needs that relate to their special educational needs and identify appropriate social care outcomes to inform any secured EHC Plan. 4. Provide necessary guidance and information to support the local authorities defence at First tier Tribunal 5. Support case workers at complex multi-agency meetings and EHC review meetings as necessary. 6. Support the senior case workers in preparing the local authority's statement of case for tribunals in respect any identified social care needs and appropriate provision as well as attend court as a defendant (as required) 7. To hold a small case load of complex cases 	<p>Key Accountabilities</p> <p>Social workers will undertake a range of duties in connection with the assessment and planning of services for children and young people and families/carers to enable children and young people to reach the Every Child matters outcomes including:</p> <ol style="list-style-type: none"> 1. Assessing the needs of children and their families 2. Compliance with legislation and departmental policies/procedures. 3. Writing up of reports, case notes and maintaining other documents as necessary within the department's mosaic system and taking responsibility for progressing case work within statutory timelines. 4. Raising, documenting and taking necessary steps in respect of safeguarding and participation in regular supervision 5. Participation in team activities e.g. team meetings, training, case discussions 6. Contributing to practice and service development. 7. Working in partnership with colleagues from a range of different agencies to ensure children and young people are safe and continue to remain living in the community <p>Completing accurate timely case records.</p>	

<ol style="list-style-type: none"> 8. To manage own workload effectively, maintaining appropriate clinical records in accordance with both the departments and ICDS service standards. 9. To be aware of the requirements of the Data Protection Act; GDPR and other legislation, ensuring confidentiality of information in respect of records maintained and tasks undertaken. 10. Alert the Team Manager to any safeguarding concerns and ensure safeguarding protocol has been followed. 11. To work in partnership with the transition team in relation to a number of identified cases to support a smooth transition into adult services and preparing for adulthood. 12. To work collaboratively with colleagues in CDS and wider social care teams offering advice and guidance in respect of SEND to cases that are actively open to social care. 	<p><u>EXPECTATIONS</u></p> <p>The successful candidate will be expected to:</p> <ol style="list-style-type: none"> 1. Work in accordance with the Nottinghamshire County Councils Code of Conduct and Health Care Professionals Council (HCPC) Code of Conduct. 2. Demonstrate Continual professional development 8. Offer mentoring support to less experienced colleagues
<p>The post holder will perform any duty or task that is appropriate for the role described</p>	

Person Specification

Education and Knowledge

1. Any qualification accepted by the general Social Care Council as a qualification in Social Work such as: CQSW; CSS; Dip SW
2. Registered with the Health and Care Professionals Council
3. Current full driving licence and use of a car that is insured for business purposes.
4. Evidence of continued professional development

Experience

Knowledge of relevant legislation and policy relating to Children and Young people, Mental Health, Disability and eligibility including:

17. Children's Act 1989 and 2004
18. Children and Families Act 2014
19. Children Leaving care Act 2000
20. Carers and Disabled persons Act 2000 and carers Act 2004
21. Minimum of 5 years' experience of working in a children services area.
22. Excellent knowledge and understanding of complex case management of
23. Experience of working with children and families who present with highly complex needs and offering creative, pragmatic and workable solutions
24. Knowledge, understanding and experience of SEND legislation
25. Knowledge of the barriers facing children and young people with SEND and the challenge of inclusion
26. Experience of managing and guiding staff effectively.
27. Experience of solution focussed planning in order to resolve complex casework issues.

Personal skills and general competencies

1. A high level of personal drive and commitment to excellent customer care and the ability to set an example for other staff
2. Strong interpersonal skills to gain the agreement and acceptance of others including colleagues, senior managers and customers.
3. Ability to make decisions and solve problems to meet operational targets, involving devising solutions and prioritising the resources available.
4. Ability to meet agreed objectives and delivery targets by the effective use of resources.
5. Strong Analytical skills with evidence of working on own initiative and ability to make well evidenced and clear recommendations to promote effective decision making.
6. Sets an excellent example of customer care for other staff.
7. Ability to solve problems in flexible and creative ways and apply new information quickly.
8. Effective written and verbal communication skills including the ability to write reports. Ability to identify issues that could impact on service delivery and develop a number of options to mitigate these issues.
9. Ability to work anti-oppressively and promote anti-oppressive practice and evidence of where this ability has made a difference.
10. Able to empower children young people and those working with them embed and apply solution focused strategies to develop a greater level of independence
11. Ability to recognise stress in self and devise appropriate strategies to deal with it.
12. Ability to be flexible in order to meet the service demands.
13. Anticipates customer needs to provide excellent service continually striving to improve efficiency and effectiveness.
14. Ability to recognise stress in self and devise appropriate strategies to deal with it.

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| | 15.Ability to be flexible in order to meet service demands.
16.Ability to challenge in a positive professional way. |
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Role Dimensions

To complete comprehensive assessments identifying social care needs that may result in a child or young person having a Special Educational Need. Applying specialist knowledge and make appropriate recommendations to meet identified assessed needs.

To provide support and mentorship to ICDS officers in respect of complex case work where there are evident social care needs

To provide in-service training to teams and professional colleagues to promote and progress improved collaborative working relationships.

To provide and offer professional clinical defence at First Tier Tribunal (Court area)

Please attach a structure chart

Date