

<b>Title</b> <b>Social Worker</b>	<b>Department</b> <b>Children &amp; Families</b>	<b>Post Ref.</b>
<p><b>Job Purpose</b></p> <p>Social Workers work with children and young people and their families/carers. They have responsibility for planning and leading assessments of strengths and resilience, as well as vulnerabilities, developmental needs, and risks. Working alongside children, their families and partners, social workers will identify and coordinate a range of strategies, services and interventions to meet needs, reduce vulnerability, and manage risk. The post requires the post holder to organise and manage their workload independently, under supervision of the Team Manager.</p> <p><i>Please see Role Dimensions for specific team requirements</i></p>		
<p><b>Key Responsibilities</b></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, including:</p> <ol style="list-style-type: none"> <li>1. Working in accordance with the Nottinghamshire practice framework, to plan and lead inclusive assessments of strengths and resilience as well as vulnerabilities, developmental needs and risks</li> <li>2. Compliance with legislation and departmental policies/procedures</li> <li>3. Maintaining timely, accurate and clear written records, writing reports and other documents as needed and, maintaining the child's record within the Department's electronic recording system .</li> <li>5. Work effectively with children, their families and colleagues from a range of different agencies to plan, coordinate and review outcome focused plans.</li> <li>6. To model a strengths-based approach to practice</li> <li>7. Participation in team activities e.g. team meetings, case discussion, review of team work.</li> <li>8. Participation in regular supervision.</li> <li>9. Contributing as appropriate to practice and service development.</li> <li>10. To take up opportunities for relevant training and development, in accordance with the requirement to evidence continuous professional development.</li> <li>11. Any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post as defined, subject to the</li> </ol>	<p><b>Key Accountabilities</b></p> <ol style="list-style-type: none"> <li>1. You will take reasonable care for your 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 &amp; Safety legislation, and Authority and Departmental Codes of Practice and Procedures.</li> <li>2. You will exercise proper care in handling, operating and safeguarding any equipment, vehicle or appliance provided, used or issued by the County Council or provided or issued by a third party for individual or collective use in the performance of your duties.</li> <li>3. You will personally implement and positively promote equal opportunities in service delivery and employment practices.</li> <li>4. Within resource constraints, you will promote and deliver fair and quality services that are sensitive and responsive to customers.</li> <li>5. You will work with Council provided technology, and associated systems, as required. You will personally ensure compliance with the County Council's GDPR, Freedom of Information Act and ICT codes of practice.</li> <li>6. In order to achieve the objectives of the role, the post holder will need to</li> </ol>	

<p>provision into the job description in specific terms.</p> <p>The successful candidate will also be expected to:</p> <ol style="list-style-type: none"> <li>1. Work in accordance with the Nottinghamshire County Council Code of Conduct and Social Work England's (SWE) code of practice</li> <li>2. Work within Departmental Policies and Procedures</li> <li>3. Demonstrate Continual Professional Development in line with SWE's regulations and requirements.</li> <li>4. Offer mentoring support to less experienced workers.</li> <li>5. Take up opportunities for further Professional Development which may include: <ul style="list-style-type: none"> <li>- Further Post Qualifying Awards (Higher Specialist and Advanced Awards)</li> <li>- Practice teaching</li> </ul> </li> </ol>	<p>work flexibly, including out of hours when necessary.</p>
<p><b>The post holder will perform any duty or task that is appropriate for the role described</b></p>	

### ***Person Specification***

#### **Qualifications & Other Essential Requirements**

- Any qualifications accepted by Social Work England as a qualification in Social Work
- Must be registered with Social Work England
- Full driving licence (unless disability precludes driving)

#### **Equal Opportunities**

- Commitment to anti-discriminatory and anti-oppressive practice with children, their careers and colleagues regardless of race, gender, age, disability, sexuality or religion.

#### **Personal**

- Willingness on occasions to work outside or beyond core hours.
- Full driving licence and use of car, or eligible for taxi service if disabled.

#### **Knowledge & Skills**

- All applicants will be expected to evidence that they meet the Knowledge & Skills Statements for Children & Families Social Work – as detailed below

Statement	Knowledge, Skills and Experience Expected
1. Relationships and effective direct work	<ul style="list-style-type: none"> <li>• Demonstrate ability to develop and sustain effective and appropriate relationships with service users, colleagues and external staff.</li> <li>• Experience of direct work with children and families.</li> </ul>
2. Communication	<ul style="list-style-type: none"> <li>• Skills in communication with children and young people, and evidence of engaging children and young people to participate in decision about their lives.</li> <li>• Effective verbal and written communication</li> <li>• Understanding and evidence of working with confidentiality</li> </ul>
3. Child development	<ul style="list-style-type: none"> <li>• Knowledge of child development and children's needs.</li> <li>• Understanding of how families function.</li> <li>• Understanding of disability issues in relation to children</li> <li>• Understanding of diversity issues and their relevance to social work practice</li> </ul>
4. Adult mental ill health, substance misuse, domestic abuse, physical ill health and disability	<ul style="list-style-type: none"> <li>• An understanding of mental health issues in adults</li> <li>• Awareness of issues related to domestic abuse, and how to support and safeguard victims</li> <li>• An understanding of the needs of those with physical health issues and disabilities</li> </ul>
5. Abuse and neglect of children	<ul style="list-style-type: none"> <li>• Recognition of abuse and practical commitment to safeguarding children</li> <li>• Ability to work anti-oppressively and promote anti-oppressive practice</li> </ul>
6. Child and family assessment	<ul style="list-style-type: none"> <li>• Ability to carry out assessments of children in need.</li> <li>• Experience of assessment and planning to meet the needs of children and their families.</li> </ul>
7. Analysis, decision-making, planning and review	<ul style="list-style-type: none"> <li>• Strong assessment and analytical skills with evidence of working on own initiative and ability to make clear, well evidenced recommendations to promote effective decision making.</li> <li>• Evidence of ability to organise and prioritise own work and use appropriate administrative skills.</li> </ul>
8. The law and the family and youth justice systems	<ul style="list-style-type: none"> <li>• Knowledge of relevant legislation and policy relating to Children and Young People, Every Child Matters agenda, mental health, disability and eligibility including: Children Act 1989/2004; Children Leaving Care Act 2000; Adoption and Children Act 2002; Equal Opportunities Act 2004; Carers and Disabled Children Act 2000</li> </ul>
9. The role of supervision	<ul style="list-style-type: none"> <li>• Knowledge of the process of supervision</li> <li>• Demonstrate ability to accept and make construction and appropriate use of supervision</li> </ul>
10. Organisational context	<ul style="list-style-type: none"> <li>• Experience of working with other agencies, either in the statutory or voluntary sector.</li> <li>• Evidence of ability to function as a team member and willingness to work co-operatively and flexibly.</li> <li>• Ability to work to Departmental policies and priorities, and evidence the ability to make a positive difference to a child's outcomes.</li> </ul>

### **Role Dimensions**

Social care services are structured into the first point of contact which is the Multi-Agency Safeguarding Hub at Annesley; Assessment Services are in the North and South of the County; Locality Teams are based in Bassetlaw, Newark, Mansfield, Ashfield, Broxtowe and Rushcliffe, and Gedling; and the Looked After Service is based in Ollerton.

The following additional requirements are relevant to our specific teams.

Multi Agency Safeguarding Hub	<ul style="list-style-type: none"><li>• Social Workers in the Multi-Agency Safeguarding Hub assess the initial need for service and identify safeguarding concerns – therefore social workers in this service will need:</li><li>• Experience of gathering and analysing information to make an informed judgement of a child/family's strengths and resilience as well as vulnerabilities, developmental needs and risks.</li><li>• Experience of child protection processes and a good understanding of working together and the legislative framework.</li><li>• Experience of working to deadlines and ability to work in a high-pressure environment.</li></ul>
Assessment & District Child Protection Teams	<ul style="list-style-type: none"><li>• Experience of gathering and analysing information to make an informed judgement of a child/family's strengths and resilience as well as vulnerabilities, developmental needs and risks.</li><li>• Ability to write structured, evidence-based reports, e.g. Child and Family Assessments (single assessments) and reports for Initial child protection conference.</li><li>• Ability to organise own workload and work to deadlines.</li><li>• Ability to make purposeful relationships with children, families and other professionals.</li><li>• Experience of direct work with children and families.</li><li>• Ability to identify and assess risk.</li></ul>
Court Team	<ul style="list-style-type: none"><li>• Ability to complete a wide range of quality assessments with confidence to achieve the best outcomes for children.</li><li>• Ability to prepare and present clear reports for court both public proceedings and private law.</li><li>• Ability to provide the court with child focussed evidence and analysis in care proceedings as the expert witness on behalf of the local authority.</li><li>• Undertake all tasks associated with working with children under statutory frameworks, whilst ensuring compliance with court direction</li><li>• Work effectively in care planning and review and maintain judgement when working under pressure.</li><li>• Undertake direct work with children to elicit their voice and to give age appropriate clarity and reassurance.</li><li>• Ability to work effectively with legal services and give clear instructions based on evidence.</li><li>• Ability to provide specialist practice advice, mentoring or reflective supervision to others.</li></ul>
Permanence Team	<ul style="list-style-type: none"><li>• Ability to complete sibling assessments</li><li>• Ability to complete non-agency adoption assessments</li><li>• Ability to write adoption and court reports</li><li>• Ability to prepare children for moving on to their adoptive homes and Life story work with the child.</li></ul>

County-Wide CDS Assessment & Long Term Teams	<p>Social workers in the CDS assessment team will undertake assessments of children. Social workers in the CDS long term teams will hold a case load of a mixture of Child Protection cases, Children In Need cases, Looked After children and court work.</p> <ul style="list-style-type: none"> <li>• Experience of working with children who have complex needs.</li> <li>• Experience of gathering and analysing information to make an informed judgement of a child/family's needs.</li> <li>• Ability to write structured, evidence-based reports, e.g. Assessment.</li> <li>• Experience of safeguarding and child protection work including undertaking section 47 enquiries</li> <li>• Ability to organise own workload and work to deadlines.</li> <li>• Ability to make purposeful relationships with children, families and other professionals.</li> <li>• Experience of direct work with children and families.</li> <li>• Ability to identify and assess risk.</li> <li>• Ability to deliver high-quality written reports to specified deadlines.</li> <li>• Experience in permanence planning for children, including adoption.</li> </ul>
Looked After Team	<p>The social worker will hold a caseload of children looked after and will undertake direct work with children and young people; attend and write reports for Looked After Children reviews and work closely with foster carers, placement providers and colleagues in the virtual school and health service, to provide an excellent quality of care for our children in care.</p> <ul style="list-style-type: none"> <li>• You should have an understanding of the legal framework, regulations and guidance relating to looked after children/care leavers.</li> <li>• Evidence of experience in engaging children and young people to participate in decisions about their lives</li> </ul>
Emergency Duty Team	<p>The Emergency Duty Team (EDT) provides an emergency social work service to ensure the safety of children and vulnerable adults out of hours. It is a generic service dealing with children and families, older persons, people with disabilities, and people with mental health issues. The hours of operation are Monday to Thursday 4.30pm to 8.30am the next day, and Friday to Monday morning 4.00pm to 8.30am continuously, and all public holidays.</p> <ul style="list-style-type: none"> <li>• Experience of gathering and analysing information, as well as identifying and assessing risk, to make an informed judgement of service user needs</li> <li>• Experience of child protection processes and a good understanding of Working Together and the legislative framework</li> <li>• Experience of working to deadlines and ability to work in a high-pressure environment</li> <li>• Ability to work outside of normal office hours, at weekends, and over Bank Holidays, on a rota basis</li> </ul>