

MEDWAY COUNCIL - JOB PROFILE

JOB TITLE	Social Worker – Kinship and Post Order Support Team
DIRECTORATE	Children & Adults
SERVICE AREA	Fostering
RESPONSIBLE TO	Social Work Manager
GRADE	SWCS2
JOB FAMILY/LEVEL	PSW0254

MAIN PURPOSE OF JOB

To contribute to the delivery of a highly effective Children's Social Care Service, taking responsibility for working and managing a caseload within a framework of appropriate supervision. (This will be dependent upon the complexities of the cases and the post qualification experience of the social worker).

To work with connected carers and children placed in a connected carers arrangement, providing support as appropriate.

To assess, plan, 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 complete a range of assessment related to connected carers, including Special Guardianship, Viability and Connected Carers assessments.

To complete all assessments within regulated deadlines and timescales, and submit these reports to Court or Fostering Panel as required.

To attend Court, Fostering Panel and other forums as appropriate to present assessments.

To maintain accurate written and computerised records, in accordance with agreed procedures and in order to meet legislative responsibilities.

To co-ordinate, and take a lead role in multi-professional/ agency groups and other professional meetings.

To adhere to and uphold the codes of conduct set out by Medway Council and HCPC.

To be competent in all areas of the Skills and Competency framework for Social Workers.

ACCOUNTABILITIES

Manage a caseload within a framework of appropriate reflective supervision, undertaking focused, analytical assessments, write robust special guardianship support plans and reviews that have clear objectives and outcome measures in order to ensure that all looked after children receive a service that reflects the Council's commitment to achieving positive outcomes for our looked after children. Demonstrate and model good practice that reflects a commitment to relationship and strengths-based practice, working collaboratively with children and their families.

Work directly with children and young people to establish their lived experiences, wishes and feelings, using a variety of techniques, as required.

To work with children and families in a variety of diverse and complex contexts, such as mental ill health, disability, substance misuse, domestic abuse, sexual and criminal exploitation, radicalisation, poverty, discrimination, and immigration.

Use the Signs of Safety practice model in assessments and interventions with looked after children, their families and their carers.

Demonstrate the ability to collaboratively engage and develop quality Life-story work with all Looked After Children so they have a good understanding of their family and their story both in care and before care.

Regularly review the progress and implementation of children's care plans and update these based on new assessments or significant changes in the child's circumstances.

Demonstrate the ability to influence others in an effort to help coordinate support services in the best way possible to keep children as safe and well cared for as possible.

Prepare clear, structured and concise reports for meetings, i.e. Looked After Children Reviews, Permanency Planning Meetings, Legal Planning Meetings and Care Proceedings as necessary, to the required standard and within the prescribed timescales.

Keep up to date with research findings, theoretical models and innovative practice within the social work field in order to maintain the highest professional standards.

Participate in regular reflective supervision with your manager to review casework and critically reflect on, and identify any areas of learning.

Maintain accurate and up to date records in line with Data Protection legislation (GDPR) and use Medway Council specific recording systems to keep contemporaneous case notes, regularly updating records, reports, plans and

assessments so that information and planning for the children you work with is the most relevant and current.

Maintain a record of continuous professional development in accordance with Social Work England's guidance.

Keep up to date with the Council's organisational policies, government guidance, legislation, research and national trends in order to maintain the highest professional standards.

KEY CORPORATE ACCOUNTABILITIES

To work with colleagues to achieve service plan objectives/targets

To participate in one to one Performance Development Reviews and contribute to the identification of own and team development needs

To actively promote the Council's Fair Access, Diversity and Inclusion Policy and observe the standard of conduct which prevents discrimination taking place

To ensure full compliance with the Health and Safety at Work Act 1974, the Council's Health and Safety Policy and all locally agreed safe methods of work

To fully understand and be aware of the commitment to the duty under Section 17 of the Crime and Disorder Act 1998 to prevent crime and disorder

At the discretion of the Head of Service, such other activities as may from time to time be agreed consistent with the nature of the job described above

ACCOUNTABILITIES TO CHILDREN AND YOUNG PEOPLE

The children and young people of Medway have said the following qualities are really important to them:

- ✓ Be a good listener
- ✓ Be non-judgemental
- ✓ Be consistent and Stable
- ✓ Be contactable
- ✓ Understand me
- ✓ Be honest
- ✓ Be Focused
- ✓ Be realistic
- ✓ Be a good timekeeper
- ✓ Be resourceful in your approach

Be ambitious for young people and promote others to share the same drive.

#Make it Medway

Champion Children and Young People's views and rights in everything you do.

Ensure Children and Young People's voices are listened to and acted upon.

'Do what you say and say what you do'.

PERSON SPECIFICATION

QUALIFICATIONS	Assessment Method
A recognised professional Social Work Qualification – eg DipSW, CQSW or equivalent	Application
EXPERIENCE	
Ability to use advanced theoretical/ practical/ procedural/ organisational/ policy knowledge across a specialist area	Application
Demonstratable experience of completing a range of assessments to a high quality, including strong analysis and recommendations.	Application
Demonstratable experience of working within the framework of the Children Act 1989, Special Guardianship Regulations 2005 (as amended by the Special Guardianship (Amendment) Regulations 2016), Care Planning Regulations 2010, Fostering Regulations 2011, Fostering National Minimum Standards, Special Guardianship Guidance 2017, and other relevant legislation, Statutory Guidance, Standards and Procedures including preparation of court reports and presenting oral evidence.	Application/ Interview
Knowledge and experience in the application of National Policies and development relating to Children's Social Care policy areas and the impact on children and their families.	Application / Interview
Knowledge and experience in the application of relevant theoretical frameworks, practice models, research findings and the applications of psychological and human development theories.	Application / Interview
SKILLS	
Demonstrate the ability to engage effectively with children and families.	Application

Demonstrate the ability to develop and sustain effective professional relationships with other professionals and organisations.	Application / Interview
Demonstrate the ability to assess the needs of children and their families as well as carers within an analytical and holistic framework; using appropriate tools to achieve the desired outcome for this group of service users.	Application/ Interview
Demonstrate sound professional judgements and be accountable for their actions.	Interview
Demonstrate the ability to undertake direct work with children and their families as well as carers using a range of evidence based models.	Application
Demonstrate the ability to apply and effectively use theoretical frameworks and research evidence.	Application/ Interview
Demonstrate the ability to apply statutory requirements and guidance, local procedures and standards as they apply to children and their families.	Application/ Interview
The ability to provide information, advice, counselling, support and guidance to service users and carers to enable children and young people to improve outcomes.	Application/ Interview
Ability to analyse and interpret varied and complex information and develop strategies and solutions for the medium and long term.	Application/ Interview
Ability to use well developed communication skills to present complex/sensitive information in an understandable way, to a range of audiences.	Application/ Interview
Ability to produce and present reports of a high quality.	Application/ Interview

PERSONAL QUALITIES	Assessment Method
Ability to work independently within clear guidelines and regularly uses initiative to make decisions, referring to more senior officers for advice on policy/resource issues.	Interview
Able to carry out tasks which impact on the wellbeing of people, including assessing needs, implementing care/welfare, implementing regulations, providing guidance on internal procedures and interpreting policies and procedures to meet specific circumstances or problems.	Interview
Ability to explain straightforward tasks to others, where required.	Interview
Able to handle and process cash/documentations relating to small financial amounts.	Interview
Ability to act as a role model to promote equality and manage diversity in the workplace and service provision, ensuring everyone has appropriate and fair access to support.	Interview
Able to build and develop productive team relationships; setting clear objectives and identifying better ways of working and managing change effectively.	Interview
Ability to build sound and productive working relationships with colleagues, partners and staff groups; and can engage other in a credible, persuasive way.	Interview
Ability to initiate and develop close working partnerships with statutory, voluntary and private agencies to gather/share information in order to facilitate decision making for effective service delivery.	Application

OTHER REQUIREMENTS	Assessment Method
Car driver and daily use of a car for business purposes.	Application
HCPC Registration	Application

An understanding of Social Work England's professional standards and a commitment to upholding them in your practice.	Application
Enhanced DBS check.	

ORGANISATION

(i) ORGANISATION CHART

(ii) DESCRIBE HOW AND BY WHOM THE POST IS MANAGED

The post holder will be line managed by the Social Work Manager

(iii) DESCRIBE THE LEVEL OF INITIATIVE AND/OR INDEPENDENCE EXPECTED OF THE POST HOLDER

There is a high degree of independence expected of the post holder

(iv) DESCRIBE ANY SUPERVISORY/MANAGEMENT RESPONSIBILITIES

None; this is a Social Worker post

(v) JOB CONTEXT - DESCRIBE THE MAIN CONTACTS, BOTH INTERNAL AND EXTERNAL AND THE PURPOSE OF THOSE CONTACTS

External contacts:

Mental Health Trusts

Hospital Trusts

Designated and named health professionals

Foster carers

Prospective adoptive parents

Schools, Colleges, Universities

Residential facilities

Penal institutions

CAFCASS

Probation services

Medway Police

Police Child Abuse Investigation Team

Courts

Faith Groups

Coram BAAF

Private and voluntary sector providers

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Internal Contacts:

Fostering Panel

Adoption Panel

Other Teams/ Sections of Medway Children Services

Education Panels

Adult Social Care

Housing

Legal Services

Workforce Development and Organisational Change

FINANCIAL ACCOUNTABILITIES

None; however must have the ability to make recommendations to managers about case issues with financial implications

WORKING ENVIRONMENT

The post holder will be based in one of Medway Council's establishments.

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