

Job Description and Person Specification Profile – Social Worker

Social Worker

Service:	Adult Services
Salary & Grade/Band/Pay Range:	Grade H/H+
Job ID:	SW02
Professional Grade Category:	Professional
Responsible to:	Team Manager/Assistant Team Manager
Contract Basis:	Permanent
Hours Per Week:	32 hours per week
Working Pattern:	Hybrid (Office/Homeworking)
Location:	Various locations
Probationary Period:	6 Months
Criminal records Check required:	Yes
Politically Restricted Post:	No

What's the post, and what are we looking for?

The Social Work role will be part of Adult Services, supporting adults and their Carers in Tameside to live well at home.

The post will lead on carrying out our statutory duties under the Care Act 2014 in relation to assessing the needs of adults and their carers, and developing and monitoring support plans.

The Social Work role is integral to embedding person centred, right based practice, making links with the community and individual's network to ensure an asset based approach.

Main Duties and Responsibilities include:

This list is not exhaustive, and is an indicator of the key duties and responsibilities that the post holder will have, as opposed to a task list.

Main Duties and Responsibilities include:

1. To assess wellbeing and needs with an emphasis on early intervention and prevention with adults and their carers. To engage the adult and carer in understanding their needs and the strengths and assets they have to meet them.
2. To co-produce support plans which are clearly linked to a person's strengths and needs with a clear decision on what outcomes the person wants to achieve that links into universal preventative services, assistive technology or statutory services.
3. Where appropriate to undertake mental capacity assessments, best interest assessments and applications to the Court of Protection in consultation with people we support, their advocates and family.

4. To undertake duties in ensuring Safeguarding is everyone's business in relation to an adult with care and support needs who may be at risk of abuse or neglect and any action required.
5. To complete risk assessments, supporting a proportionate approach and ensuring the principles of least restrictive practice are considered.
6. To work in partnership with multiple professionals to support adults with complex needs coordinating MDT's where appropriate.
7. To hold a manageable caseload and contribute to the duty rota within the team and occasional weekends.
8. Contribute to a team culture which places the voice of lived experience, internal and external, at the heart of the service.
9. Be accountable for your own practice and ongoing learning, contribute to the learning of the team through supporting colleagues and student's placements.
10. Complying with departmental policies and procedures and quality standards.
11. Exercising decision making with reference to legal and ethical literacy.
12. To engage in regular supervision and Annual Development Reviews.
13. To develop the service and assist in continuous improvement programmes.
14. To maintain accurate and person centred records using the case management system.
15. To collaborate with colleagues to ensure the most efficient delivery of services across all teams and areas.
16. Any other duties as the department or the service develops.
17. To fulfil personal requirements, where appropriate, with regard to council policies and procedures, health, safety and welfare, customer care, emergency, evacuation, security.
18. To undertake the duties in accordance with the hours as may be required by the service.

The duties may vary from time to time without changing the nature of the post or the level of responsibility, and the post holder may also be required to carry out any other duties appropriate to the grading of the post.

For this post you will have needed to have completed your ASYE/ similar qualification, and to provide the necessary evidence of completion.

A full UK driving licence and access to a car are essential due to the requirement for frequent visits across locations. Reasonable adjustments will be considered.

About you

Your essential qualifications

- Social Work degree/CQSW/DIPSW/CSS
- Registration with Social Work England
- ASYE completed / similar qualification

Your essential experience

- Experience of working in social or health care setting
- Experience of completing assessments and support plans
- Experience of communicating with the public, service providers and other stakeholders
- Experience in joint working arrangements with other agencies

Your essential skills

- Good written and analytical skills
- Ability to communicate with a range of people
- Skills in needs assessment and risk assessment
- Ability to work effectively in a multi-disciplinary system
- Ability to work jointly across the service and with other agencies
- Ability to communicate openly and honestly with people we support and their families
- Ability to maintain up-to-date accurate information using IT database
- Ability to relate with people effectively
- Ability to make effective use of supervision
- Ability to work as a member of a team
- Ability to communicate effectively in writing and produce good quality reports
- Able to present information to public and groups
- Ability to fulfil all spoken aspects of the role with confidence through the medium of English

Your essential knowledge

- Knowledge and understanding of the legislative, political and social policy context of Adult Services
- Knowledge of the Care Act 2014
- Knowledge of Adult Safeguarding
- Knowledge of the Mental Capacity Act 2005 and Human Rights Act 1998
- Knowledge and understanding of the theories which underpin social work practice and their impact on and relationship to evidence-based social work practice.
- Understanding of anti-discriminatory practice
- Understanding of the mental health needs of vulnerable adults

Your essential qualities

- Ability to be non-judgemental
- Aware of self and own values
- Ability to be assertive
- Ability to work on own initiative and as part of a team
- Ability to seek out and develop own learning

If you have the following experience or qualifications – then that's great!

- Post-qualification experience in Adults work in a Local Authority setting
- Experience of working in an integrated system
- Post qualification training
- Practice Educator
- Best Interest Assessor training
- Experience in recruitment, assessment and support of professional staff
- Experience of Supervising social workers/nurses or OT's and addressing practice issues

Our employees' skills, experience and knowledge are essential to our success along with their happiness, commitment, enthusiasm and motivation to be the best they can be.

What can you expect from us?

- A fair salary and benefits
- Opportunities for good health and wellbeing
- Help you to grow, develop and to do your best
- Enable you to be creative and innovative
- Fully involve you in changes that affect you and your work
- Listen, and act on your ideas and feedback

Working together, we are proud to work for Tameside

Our **STRIVE** values underpin our practice and behaviours and are at the heart of everything that we do:

SUPPORT

We work in a supportive environment and actively encourage supporting each other to bring about innovation, improvement and sustainability. Good health and wellbeing is important to all of us.

TRUST

Trust is placed in us and we have trust in those that lead us. We feel empowered to support our residents and communities.

RESPECT

We relate to others in ways that we want others to understand and relate to us. The behaviour that we model sets what we expect.

INTEGRITY

We conduct ourselves and our services with honesty and fairness, modelling strong ethical and moral principles to ensure outcome driven results for our residents and communities.

VALUE DIVERSITY

We are all recognised for our diversity, commitment, skills and achievements and will challenge inequalities.

ENGAGE

We experience consistency in our everyday work; by being involved and having good quality and timely communication across the whole organisation. Our leaders are accessible and open to discussion.

As well as making a difference to your community and working for one of the highest performing organisation's in the country, here are some other reasons we think you should consider a career with us:

You will have an **induction** that will help you to understand what to expect once you start, how the organisation works and how your post contributes towards the Corporate Plan 'Our People Our Place Our Plan' aims and aspirations for the area.

The plan is structured by life course – Starting Well, Living Well and Ageing Well, underpinned by the idea of ensuring that Tameside is a Great Place, and has a Vibrant Economy. Tameside has a genuine **commitment to equality of opportunity** for its employees and citizens.

A comprehensive **workforce development programme**, leadership development programme, as well as an aspiring manager programme.

Up to 30 days leave per year depending on pay grade/band, in addition to statutory bank holidays. We also operate a **Holiday Purchase scheme**.

The commitment to improving the **work-life balance of employees** with a number of supportive procedures promoting, various types of flexible working. Along with, many family friendly policies in place, including generous schemes covering maternity, paternity, shared parental and adoption leave.

Tameside Council employees can join the **Local Government Pension Scheme (LGPS)**. More information about GMPF and LGPS pensions can be found at www.gmpf.org.uk. Teachers can join the **Teachers' Pension Scheme**. More information on this scheme can be found by visiting www.teacherspensions.co.uk.

Tameside offers a range of salary sacrifice schemes, plus a number of other **staff benefits** including discounts at local shops, restaurants, health and fitness clubs and much more.