

Job Description and Person Specification Profile

Job Title:	Social Worker – No Recourse to Public Funds (NRPF)
Job ID:	SW02
Service:	Families Valued
Grade:	H
Reporting to:	Service Lead for Families Valued

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

What we are looking for

Based in Tameside Council's Families Valued service, and reporting to the Service Lead, the No Recourse to Public Funds (NRPF) Social Worker will assess the social care needs of migrants with no recourse to public funds. As a qualified social worker, you'll assess the social care needs of adults, and children of adults with no recourse to public funds, ensuring that support is provided to those who are most in need. You will be responsible for assessing people's support needs, and signposting those who are not eligible for support to other organisations for assistance. You will apply your knowledge of immigration, human rights and social care to the work of the team and the assessments and reviews that you undertake.

As a social worker you will champion [Tameside's Heart of Support Practice Approach](#)

At Tameside, we believe in:

- **Compassion** – understanding the lived experiences of children and families.
- **Curiosity** – asking questions that lead to deeper insight and better outcomes for children.
- **Collaboration** – working together across services to deliver joined-up support.
- **Conversation** – listening and engaging meaningfully with children, families and professionals.
- **Courage** – leading with courage, making bold and compassionate decisions that put children first.

The 5 C's will be central to all the work that you complete.

Key responsibilities:

- To assist in the timely, effective and efficient provision of social care assessments for adults and families with no recourse to public funds.
- To assess need, plan and deliver focused intervention and support to NRPF clients to promote positive outcomes.
- To be responsible for assessing potential service users for eligibility and signposting those who are found not eligible for NRPF support to the appropriate organisations for assistance. This includes providing accurate information and advice to a wide audience

including service users, internal and external stakeholders, Immigration services and medical and legal professionals.

- To interpret and apply knowledge of immigration, human rights and community care legislation to the work of the team and the assessments carried out.
- To ensure that immigration issues are integral to child in need, community care and mental health assessments that may be undertaken for NRPF clients and to provide specialist advice on the issues affecting the NRPF client group as required.
- To undertake detailed human rights assessments of NRPF clients and identify and record any unmet needs ensuring that appropriate referrals for support are made where this is needed.
- To undertake regular reviews of existing cases ensuring all clients supported continue to be eligible for support, any care needs are being met and provide advice on immigration issues as appropriate.
- To attend meetings, case reviews, conferences and care planning reviews for NRPF clients as required.
- To provide reintegration assistance to clients awarded indefinite leave to remain, making sure that they are able to make the transition from council support onto mainstream benefits and/or employment at the point of ceasing NRPF support.
- To ensure that clients are issued with any subsistence payments that may be needed.
- To update databases in respect of service user information and to be proficient in the use of the necessary software and IT systems to ensure high standards of record keeping are maintained.
- To prepare written reports and carry out casework in accordance with relevant national and local standards.

About you

Your essential qualifications

- Must hold a recognised social work qualification
- Must have a current registration with Social Work England
- Must be able to provide evidence of continuing professional development 'in line with the Professional Capability Framework for Social Workers'
- A satisfactory Disclosure and Barring Service (DBS) check at an enhanced level is required. Appointment to the post is subject to satisfactory clearance from the Disclosure and Barring Service (DBS), formerly known as the Criminal Records Bureau (CRB).

Your essential skills, knowledge and experience

- Experience of working with vulnerable children and families.
- Knowledge of the relevant community care, immigration and Welfare legislation, case-law, statutory and other guidance as relevant to NRPF clients
- Knowledge and awareness of issues relating to communities from diverse backgrounds
- Ability to manage complex workload and be accountable for work with clients and families
- Ability to formulate and implement effective social work interventions
- Ability to develop professional relationships with clients and their families
- Ability to produce high quality reports with clear recommendations and outcomes
- Ability to work on own initiative, making key decisions within the agreed protocols and legislation.
- Excellent communication and interpersonal skills at all levels
- Ability to develop and sustain professional working relationships with colleagues and all partners.
- Ability to be independent, using available sources of information to inform practice and key decision making, and to guide others.
- Ability to use initiative, to think creatively and to problem solve.
- Ability to challenge and use appropriate systems to support necessary action.
- Ability to prioritise and manage time and workload effectively. Able to work to deadlines.
- Computer literacy skills at a level to maintain case records within information management systems
- Ability to fulfil all spoken aspects of the role with confidence through the medium of English

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 & Glossop

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

