

## Social Worker

## Role Profile

**Service:** Adult Social Care – Adults Directorate  
**Band:** Band 7 (Level 2) to Band 8 (Level 3) (depending on experience)  
**Reporting to:** Senior Practitioner/ Team Manager/ Service Manager



**TRAFFORD**  
COUNCIL

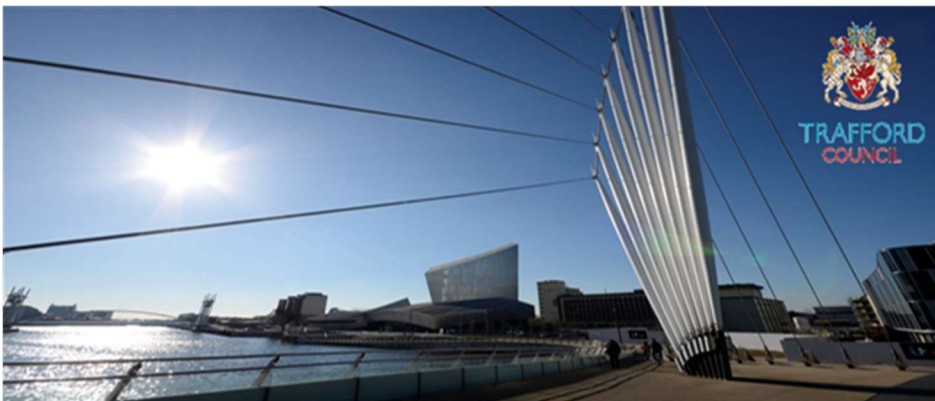
## About Us

Trafford is a great place to live, work, learn and visit. From its leafy suburbs, to its more urban areas, the borough takes pride in its strong, diverse communities, its cultural and sporting heritage and its position at the heart of the region's economic powerhouse.

Trafford Council and its partners in the public, private and third sectors have a Vision which sees us working together to close inequality gaps and maximise Trafford's huge potential.

***Our vision: Trafford – where all our residents, businesses and communities thrive***

At the heart of our vision is a common cause – we want to make Trafford a better borough. We want to make it a place where everyone has a chance to succeed and where everybody has a voice. Through our new vision, we are making a commitment to work together across different services and agencies to make the best use of our resources.



## Our Culture

Trafford Council employs around 2300 non-school members of staff and as one of the biggest employers in the borough, we work hard to make Trafford Council an employer of choice. We care what you think and believe you are more than just a job role. We have a great benefits' package and a real focus on your health and wellbeing, as well as, extensive learning, succession and development opportunities.

For us, it's not just about *what* we achieve as an organisation, but *how* we do it. Therefore, all employees are expected to display our **EPIC** values.

**At Trafford Council we are EPIC**

**We EMPOWER** – We inspire and trust our people to deliver the best outcomes for our customers, communities and colleagues.

**We are PEOPLE CENTRED** – We value all people, within and external to the organisation and give those around us respect. We will act with honesty and integrity in all that we do, and create an environment that enables everyone we work with to thrive and succeed.

**We are INCLUSIVE** – We are committed to creating an environment that values and respects the diversity and richness differences bring.

**We COLLABORATE** – We build relationships, collaborate; treat people as equal partners and work together to make things happen.

This Role Profile outlines the key tasks you will be expected to perform to give you an understanding of a typical day and the key activities that you will be expected to deliver or contribute to the delivery of.

The 'About You' section explores what qualifications, experience, skills and knowledge you will need for the role.

We are a values-based organisation and you will need to reflect our values, as well as the requirements in 'About You' in your application.

## **Overview**

Our professional social workers can be based in one of 4 Neighbourhood Teams or a Boroughwide Team such as Community Learning Disability Team, Safeguarding Hub or Urgent Care. All have a key critical role in helping to improve lives every day.

## **Main Priorities**

- As a social worker in Trafford you will provide social work support, strength-based assessment, tailored support planning and reviews for adults in line with the Care Act 2014.

## **Key Duties**

- Assessing the care and support needs of adults/carers within a range of settings and in partnership with them, planning specific objectives for meeting those needs.
- Completing capacity assessments and when required Best Interest Meetings/decisions in line with the Mental Capacity Act 2005.
- Supporting adults who may lack capacity to consent to their accommodation and care needs and applying to the Court of Protection for authorisation of any deprivation of liberty.
- Managing a caseload providing a social work service to people with care and support needs, which will include adults at risk of harm and neglect.
- Identifying and ensuring the appropriate response to individuals who are vulnerable and appear to be at risk of significant harm – keeping people safe (bearing in mind the right to self-determination for those with capacity), and working within relevant safeguarding adults policy and frameworks
- Carrying out assessments as part of a multi-disciplinary team.
- Liaising with other Social Service professionals, health professionals and partner agencies.

- Undertaking administration (including keeping of appropriate up-to-date records) and management of personal workload providing statistical information as required.
- Advocating on behalf of adults with a view to resolving areas of conflict.
- Contributing as required to working with project groups supporting the development and improving services.

## About You

### Qualifications and Professional Development

- A recognised Social Work Qualification (CQSW, CSS, DipSW, Degree in Social Work)
- Registration with Social Work England
- A commitment to undertaking AYSE module or further training where appropriate

### Experience and Knowledge

- Experience of direct work with adults
- Experience of working within a social care setting
- Experience of working within a multi-disciplinary team
- Working understanding of relevant legislation and ability to work within legal and departmental frameworks
- Knowledge of the Care Act 2014, Mental Capacity Act 2005 and Mental Health Act 1983
- IT literate, to maintain computer and manual systems for record keeping
- Assessment, care management and reviewing skills

### Skills and abilities

- Excellent written and verbal communication skills including report writing
- Highly developed analytical skills, critical thinking and ability to use appropriate professional judgement
- Ability to manage a caseload, prioritise using effective organisational and planning skills and work independently under pressure
- Ability to assess and manage risk

- Ability to work collaboratively in partnership with families, other agencies and colleagues
- Ability to be solution focused and driven
- Proficient in conflict resolution, being empathetic, embracing diversity and working in an anti-discriminatory manner

**Special Conditions**

- Enhanced DBS required with Adult’s barred list check
- Car User / full driving license required
- Willing and able to travel to sites within the Trafford Borough

Date prepared/revised	2022   Refreshed 04/04/2025
Prepared/revised by	L Irving / S Davy / A-M Mohieddin / C Walker / L Shellabear
Job Evaluation	Existing evaluation

### **Health and Safety**

To operate safely within the workplace with regard to the Council's health and safety policies, procedures and safe working practices. To be responsible for your own Health and Safety and that of other employees.

### **Equalities & Diversity**

To work within the Council's Equalities and Diversity Policy, embracing through personal example, open commitment and clear action that diversity is positively valued, resulting in access for all by ensuring fair treatment in employment, service delivery and external communications.

### **Customer Care**

To continually review, develop and improve systems, processes and services in support of the Council's pursuit of excellence in service delivery.  
To recognise the value of its people as a resource.

### **Training and Development**

To identify training and development needs with your manager, taking an active part in your Personal Development and Review Plan. To access development opportunities as they arise and share learning with others and where appropriate, actively encourage a learning environment and development within others.

### **Policy**

To work at all times within the established policies and practices of the Council, within the framework established by the Council Constitution and associated guidance.

### **Information Governance**

Confidentiality is of prime importance. In the normal course of duties, the post holder will have access to personal and or sensitive information relating to service users, staff and contractors, as well as information of a commercially sensitive nature. Such information should not be communicated to anyone outside or inside the Council unless done in the normal course of carrying out the duties of the post. Disciplinary action will be considered where a breach of confidence and or data breach has been established.

All information obtained or held during the post-holders period of employment that relates to the business of the Council and its service users and employees will remain the property of the Council. Information may be subject to disclosure under relevant legislation.

To ensure information is shared safely and complies with information governance standards and associated legislation.