

ROLE TITLE: SENIOR SOCIAL WORKER

DEPARTMENT: CHILDREN'S AND YOUNG PEOPLES SERVICES

REPORTS TO: SOCIAL WORK TEAM MANAGER

GRADE: SSW UPPER

RESPONSIBLE FOR: NA

ROLE DESCRIPTION

- To work closely with children, young people and their families, other staff within the service function and partner agencies to provide support and protection for children and young people in need and at risk.
- To promote a range of services which carry out statutory duties as required by legislation and guidance.
- To assess the needs of children, young people and families to plan and implement suitable multi-agency interventions and service provisions to meet need and review outcomes.
- Manage a caseload with high level of complexity and risk.

ABOUT THE ROLE

You will need to:

SPECIALIST CHILD CARE DUTIES

- Provide a preventative and rehabilitative service in with expectations of the Children's Act and facilitating appropriate resources where necessary to enable children to remain with their own families.
- Assess situations where children are referred as being in need of protection, accommodation or care provision, being particularly mindful of equal opportunities issues.
- Plan quickly and effectively, involving carers as partners in the decisions made in respect of children.
- Aim that children should remain with their own families wherever possible. Where it is legally upheld that natural family circumstances have irretrievably broken down to plan a secure and permanent home future for children, ensuring they have clear information about their own background and contact with natural relatives wherever possible.
- Provide an emergency service for assessment and action where children are referred as being at risk of immediate physical danger.
- Liaise with other sections of the Department and other relevant agencies to ensure that good childcare practice is carried out in line with departmental policy including groups and agencies.

- Participate in relevant training and monitoring consistent standards of work.

GENERAL DUTIES

- Facilitate and undertake comprehensive risk assessments of children and families and carry a complex caseload involving multi-disciplinary work. This includes court work, child protection and permanency planning.
- Undertake specific tasks for absent colleagues on cases requiring action under the direction of the team manager/duty manager.
- Chair meetings, where appropriate, under direction of the team manager/duty manager.
- Undertake student induction and supervision and to be an active student practice supporter.
- Take responsibility for updating specialist knowledge in a relevant area, developing practice and creating and updating information systems.
- Complete written recordings or using new technology where appropriate.
- Represent the Department on working groups or liaison meetings involving Health, Housing and other agencies.
- Contribute to local and departmental training on practice issues in line with departmental policies and procedures, in light of research findings and in line with the Divisional Training Strategy.
- Supervise Family Support Workers by agreement with the Team Manager (Senior Social Workers will only be able to supervise Family Support Workers after supervising at least 2 student placements).
- Provide a service in line with statutory requirements and departmental priorities.
- Participate in training as required in the interests of the service overall and of career development.
- Participate in supervision.
- Participate in team meetings
- Participate in emergency duty rota within specific role and provide support to draw up the duty rota.
- Respond to public and other agencies by telephone, correspondence and direct contact in order to provide a service within departmental priorities.
- Liaise with relevant external agencies e.g. police, health authority etc.
- Liaise with relevant colleagues in other Divisions and Council Departments.
- Responsible for individual client case planning in line with the professional standards of the Department.

- Actively implementing the Council's equal opportunities policy/in professional practice and service delivery.
- Responsible for professional decisions within the Department's priorities framework and in relation to specific procedural guideline referring to consultation within Management.
- Undertake service development tasks as appropriate.
- Familiarise yourself with departmental policies and procedures.

ABOUT YOU

Knowledge & Skills:

- Social Work degree or equivalent and two years post-qualifying experience in childcare including legal proceedings, section 47 and direct work with children. 'Social Work England' registration.
- A commitment to the Council's Equal Opportunities policies and the ability to understand and implement the policies in relation to job responsibilities.
- The ability to write coherent, comprehensive and up to date records and demonstrates file management skills in line with all policy requirements. The ability and willingness to use a computerised client database and word processing package (including e-mail).
- An understanding of the needs of children 'in need' or 'at risk' and those who are 'looked after' in relation to their age and development and the ability to implement and review effective plans in partnership with families and other professionals.
- The ability to work autonomously and maintain accountability while using line management supervision appropriately.
- Ability to carry out comprehensive assessments of risk and need of children and families within agreed time-scales and implement and review written care plans, successfully demonstrating clear knowledge and understanding of legislative, policy and practice issues.
- Demonstrate the ability to manage and prioritise a complex workload, to work under pressure, and the ability and willingness to take on additional responsibilities.
- Demonstrate knowledge of key policy and research issues in the field of childcare.
- Demonstrate an understanding of the organisational context on which the service is delivered i.e., the health authority, independent sectors, legal and corporate structures within the borough.
- Demonstrate the potential to develop mentoring and supervisory skills and contribute to the development of the team.
- Demonstrate the liaison, communication, and presentation skills necessary to represent the service/department in multi-agency forums.

ABOUT US

How we act defines who we are. At the heart of our organisation is a common approach to defining 'who we are'. We are looking for people that can build this into everything they do.



CORPORATE REQUIREMENTS

CIVIL AND OTHER EMERGENCIES

To support the Council's role in planning for and responding to civil and council emergencies using skills/expertise of the post holder, and in accordance with council emergency procedures. To provide emergency contact details for the purposes of emergency and service continuity plans. To ensure that you have read your Service's business continuity plan and keep abreast of any updates, so that you know what to do, if the plan is activated. To participate in any testing of emergency plans, as directed and take an active role in making suggestions to improve team plans.

DIGITAL

To use the Council's office-based and mobile IT services for the input, access and transmission of information using the appropriate level of information security and classification through the use of electronic mail, diaries, word-processing, spreadsheets and databases as well as any specific job-related applications as required to carry out the duties of the post.

INFORMATION MANAGEMENT

To comply with information rights legislation and the Council's data quality and information management standards by applying information management related policies.

To report instances of non-compliance, errors, omissions or inadequacies in procedures to the business unit manager.

HEALTH AND SAFETY

To take reasonable care for his/her own health and safety and any other person(s) who may be affected by his/her acts or omissions at work, in accordance with the Health & Safety legislation.

To co-operate with the Council insofar as is necessary to enable it to comply with its duties under relevant health and safety legislation.

AGILE WORKING

H&F prides itself on being an agile workforce and promotes flexible working opportunities.

SAFEGUARDING OF CHILDREN, YOUNG PEOPLE AND ADULTS (FOR ALL FRONT-LINE STAFF IN CHILDREN'S SERVICES AND ADULT SOCIAL CARE)

To be aware of and work in accordance with the Council's child and adult protection policies and procedures in order to safeguard and promote the welfare of children and adults and to raise any concerns relating to such procedures which may be noted during the course of duty.

For further information on whether a Standard or Enhanced Disclosure check is required, managers should refer to Disclosure and Barring Scheme guidance

EQUITY DIVERSITY AND INCLUSION STATEMENT

We're committed to making Hammersmith & Fulham one of the most inclusive borough's in the country; a place where everyone feels valued, included and has equitable access to opportunities.

Hammersmith and Fulham is an inclusive employer and welcomes applications from all sections of the community. We work to eradicate discrimination on the basis of race, religion, gender, gender identity, sexual orientation, disability, pregnancy and maternity, age and marital status. We also recognise that people can be disadvantaged by their social and economic circumstances, so we will also work to eliminate discrimination and disadvantage caused by social class.

We will be pleased to consider applications from candidates seeking flexible working arrangements.

As users of the disability confident scheme, we guarantee to interview all disabled applicants who meet the minimum criteria for the advertised role.