

# JOB DESCRIPTION (JD) AND EMPLOYEE SPECIFICATION (ES)

Standard Template

<b>JOB TITLE:</b>	Senior Practitioner		
<b>GRADE:</b>	SCP G10	<b>SERVICE AREA:</b>	Corporate Parenting
<b>JOB CODE:</b>			
<b>REPORTS TO:</b>	Team Manager	<b>LOCATION:</b>	Walsall
<b>SPECIAL CONDITIONS:</b>	<ul style="list-style-type: none"> <li>• Social Work Qualification</li> <li>• Full driving licence valid for use in the UK and access to a car</li> <li>• Enhanced DBS disclosure is required for this post</li> <li>• Ability / willingness to travel from location to location</li> <li>• Some working outside normal office hours will be required</li> <li>• Whilst this post is initially to a specific team, the post holder may be required to transfer to any post appropriate in the service of the Council as they may be required</li> <li>• This post is covered by the Government's Code of Practice on the English Language Fluency Duty for public sector workers.</li> </ul>		

## 1. Main purpose of the job role:

- To support the Team Manager in achieving a consistently high standard of Social Work practice across their team through a range of teaching/practice development methodology.
- To work with children and young people who are subject to Child Protection Plans and Care Proceedings.
- To ensure that children are kept safe in the family environment; which will include undertaking assessments and ensuring any Child Protection Plans are robust and being actively progressed.

## 2. Role specific duties and accountabilities:

- Practice social work accountably, within the prevailing legislative framework and council policies and procedures, under the supervision of the Team Manager.
- To be responsible for decision making on individual cases as agreed with the Team Manager; ensure that all work is completed within the stated timescales in accordance with both national and local policy.
- Manage a mixed caseload (equating to half a SW caseload), including challenging cases that involve vulnerable children and families with complex problems.
- Undertake safeguarding investigations, attend strategy meetings, case conferences and reviews as required, and if appropriate perform the lead professional role.
- To ensure needs are met and risks are managed to achieve best outcomes for individual children and young people within the context of achieving best value and effective use of resources, under the direction of the Team Manager.
- Work collaboratively with and develop good working relationships with individual children, families, carers, colleagues and other agencies.
- Maintain records in line with policy and procedure within the framework provided by the Case Management System in relation to recording information about children and families.
- Champion Restorative Practice within their team and service.
- Facilitate and lead reflective practice sessions within their team/unit.

- Work collaboratively with the Practice Development Coordinators to ensure consistency of good Social Work evidence informed practice across the service.
- Actively participate in regular supervision or consultation with the Team Manager ensuring they are always made aware of significant issues in respect of children and families.
- Provide high quality and timely assessments and reports in the agreed format for Courts, Child Protection Case Conferences, Statutory Reviews and any other forum as directed by the Team Manager.
- Participate in the formulation of new initiatives, and policy across the Directorate as appropriate.
- Be accountable for own progression and career development through maintaining up to date knowledge and skills through ongoing professional development, research and Evidence Informed Practice.
- Support the professional development of Social Workers and Social Work students through coaching, mentoring co-working and direct teaching as required.
- Deliver training sessions/workshops to support the development of effective, consistent Social Work practice across the service.
- Incorporate policies relating to equal opportunities and anti-discriminatory practice into every day working practice and to challenge discrimination and prejudice wherever it occurs.
- Encourage a work environment which promotes the health, safety and wellbeing of self and others.
- Perform duties in line with the HCPC Code of Practice.
- Any other duties delegated by the Team Manager commensurate with the grade of the post.

### 3. Corporate duties and accountabilities:

- The post holder will comply with and promote the Council's Health, Wellbeing and Safety at Work policies and ensure these are implemented effectively within his/her areas of responsibility.
- Through personal commitment and clear action, the post holder will promote the Council's employment policies, with particular reference to diversity, equality of access and treatment in employment, service delivery and community involvement. To support/develop a working culture within these services that reflects the corporate vision.
- Ensure that the services provided aligned to the Council strategy, vision, aims, objectives, priorities and continuous improvement programme and play their part in achieving these. This includes compliance with Standing Orders, Financial Regulations, Code of Conduct and the Councils Policies and Procedures.
- This job description sets out a summary of the duties and accountabilities of the role. It is not intended to be exhaustive.



JOB TITLE Senior Practitioner	GRADE	
Using the Job Description consider what essential behaviours, abilities and knowledge are required by a person to perform each of the main activities and accountabilities of the job safely and effectively.	Indicate when Assessment is possible: at	<b>WEIGHT CODE</b> shows relative importance Low=1

	Application form=A interview=I both=A/I test = T	Medium=2 High=3
<b>Behaviours:</b> <i>refer to corporate behaviours document</i>		
<b>Professionalism</b> - Actively seek ways to prevent over-complication or confusion of service delivery through innovation, being open to change and the removal of barriers including challenging negative behaviours.	A/I	3
<b>Leadership</b> - Leads by example, optimising those resources allocated, Communicates clearly taking account and welcoming feedback. Takes a positive and resilient approach to change understanding the longer-term vision of the Council and/or service areas.	Not Applicable	
<b>Accountability</b> - Adopt a 'can do' attitude in the work that I deliver taking accountability for my own performance and development and responsibility for my actions and decisions. I will demonstrate inclusivity and promote the values of diversity and equality.	A/I	3
<b>Transparency</b> - Work with others to reach a common goal; sharing information, supporting colleagues and searching out expertise and solutions from relevant partners and/or communities we serve.	A/I	3
<b>Ethical</b> - Aware of own impact on others through valuing openness, treating everyone with respect and listening carefully to understand the views of others in order to build trust.	A/I	3
<b>Abilities/Skills:</b> (refer to JE guidance document)		
Demonstrates considerable knowledge of current childcare legislation, guidance and regulation.	A/I	3
Demonstrates significant knowledge and application of theories and practice relating to social work with children and families.	A/I	3
Demonstrates enthusiasm and commitment to the Social Work task; upholds and demonstrates knowledge of Social Work values in accordance with the Professional Capabilities Framework and Knowledge and Skills Framework.	A/I	3
Demonstrates knowledge of Adult Learning theories and ability to apply in practice through knowledge transfer to an individual or group.	I	3
Demonstrates knowledge of child development and the needs of children and young people.	I	3
Knowledge of assessment processes in complex family situations.	I	3
Liaison and negotiation skills with other agencies and professionals on behalf of children and families.	I	2
Ability to lead and champion a specialist area of knowledge or skill.	I	3
Ability to take responsibility for managing his/her own workload and decide priorities. The ability to use own initiative to respond independently to problems and unexpected situations as agreed in supervision with the Team Manager.	I	3
Ability to independently interpret and analyse varied and complex information or situations and to produce solutions; uses a balanced, evidence-based, and reflective approach to direct work learning continuously and effectively.	I	2
IT literate; able to use IT / run reports / to use or quickly learn to use relevant IT information and data capture systems	A/I	2
Ability to work under pressure meeting deadlines, managing competing demands and dealing with interruptions and has ability to manage own stress levels effectively.	I	2

Ability to communicate effectively at all levels verbally and in writing with a range of people; demonstrates a good level of written work, recording and evidencing appropriately.			A/I	3
Ability to work as a member of a multi-disciplinary team.			I	2
Demonstrates an understanding and commitment to equality of opportunity and anti-discriminatory practice and the ability to challenge and discriminatory practice.			I	3
The ability to communicate verbally with customers and provide advice and/or information in accurate spoken English is essential for the post.			I	3
<b>Qualification:</b> Specify any qualifications that are a minimum requirement, please include any equivalent qualifications that would be deemed acceptable or if this can be obtained through on the job experience.				
Social work qualification, BA, MA, CQSW, CSS, DipSW,			A/I	3
Registration with Social Work England			A/I	3
Evidence of CPD, i.e. Log of CPD as required for reregistration				
Practice Educator award at Level 2 (or equivalent)				
<b>Other Essential Requirements</b>				
An awareness of, and commitment to, equality of opportunity			I	3
Awareness of, and commitment to, confidentiality and handling data			I	3
Substantial experience of working with children and families in a statutory setting.			A/I	3
<b>Prepared by:</b>	Lisa Harris	<b>Date:</b> November 2016		