



<b>JOB TITLE:</b>	Advanced Practitioner – LD and Transition		
<b>GRADE:</b>	G10	<b>SERVICE AREA:</b>	Adult Social Care
<b>JOB CODE:</b>	ASC17ADVAG10		
<b>REPORTS TO:</b>	Team Manager	<b>LOCATION:</b>	Civic Centre and as required
<b>SPECIAL CONDITIONS:</b>	<ul style="list-style-type: none"> <li>• Ability/willingness to travel from location to location.</li> <li>• Some working outside normal office hours will be required.</li> <li>• Implement learning, and practice in accordance with requirements of a professional Post Qualifying award in either Social Work or Occupational therapy. i.e continue to practise as an AMHP, BIA, Practice Educator etc.</li> <li>• This post is covered by the Government’s Code of Practice on the English Language Fluency Duty for public sector workers. The Post holder will be required to communicate verbally with customers and provide advice and/or information in accurate spoken English.</li> <li>• The post holder must have a social work qualification or equivalent and must have current registration with Social Work England or relevant professional organisation.</li> <li>• Your designated place of work will be the Civic Centre. The council operates customer focused hybrid ways of working. This is subject to change and you may be required to work from other locations, short or long term.</li> </ul>		

*At Walsall Council, we believe that people are at the heart of everything we do. In our work, the way we listen and respond to our customers and colleagues will determine the way we grow and bring Council’s vision to life. To succeed, we must push the boundaries of customer service and added value - outstanding is the new standard and the new routine. Using evidence-based insight into solving problems, managers will create an environment that provides opportunities for all individuals and communities to fulfil their potential. As leaders of people, managers will:*

- *Work collaboratively to develop strong working relationships and provide a bridge between the council and the communities it serves;*
- *Embrace change and strive for improvement continuously;*
- *Provide value for money to ensure services are delivered in a timely fashion, combining sustainability with quality;*
- *Challenge the status quo, enable and empower, act with integrity.*
- *Together, they will deliver services that the people of Walsall will be proud of.*

**1. 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 their areas of responsibility.
- A priority for the Council is the protection of vulnerable people, ensuring they are able to live as independently as possible. The post-holder will promote and engage with Council’s

responsibility to safeguard the welfare of children, young people and adults, and protect their right to be safe from harm.

- 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.

## **2. Main purpose of the job role:**

- To support the Team Manager to deliver the day-to-day practice of the team, to improve outcomes for young people and adults in Walsall.
- To ensure that all staff operate in a manner consistent with legislation, the Councils policies, Service specific standards and the Social Work England Code of Practice. To facilitate practice improvement and development within the team.

## **3. Role specific duties and accountabilities:**

### *Horizon Scanning*

- To take responsibility for chairing service user and professionals meetings as appropriate.
- To support the Team Manager in proactively seeking opportunities to further develop and maintain strong multi-agency relationships.

### *Leading People*

- Set the standard for Social Work and/or OT practice and approaches to assessment, problem solving, levels of intervention and service provision by leading and developing the behaviours of team members; Engender a 'can do' approach that is focussed on continuous professional improvement and is measured by improved outcomes for service users.
- To deputise for the Team Manager in their absence or as requested.
- To deliver a system of high quality consistent reflective supervision and appraisal for a small group of staff; including carrying out direct observations of practice and professional mentoring to drive up quality standards.
- To promote a culture of learning and Evidence Informed Practice.
- To incorporate policies relating to equal opportunities and anti-discriminatory practice into every day working practice and to challenge discrimination and prejudice wherever it occurs.
- To encourage a work environment which promotes the health, safety and wellbeing of self and others.

### *Managing Resources*

- Manage the throughput of work and ensure/monitor compliance with agreed standards through appropriate allocation of work, making the best use of the team's skill mix.
- To work alongside team members to ensure needs are met and risks are managed on individual cases to achieve best outcomes for individual service users within the context of

achieving best value and effective use of resources, under the direction of the Team Manager.

### **Managing Performance**

- To work with the Team Manager to ensure high quality Social Work and/or Occupational Therapy practice and the effective performance of the team to provide better outcomes for young people, adults, their families and carers, and the achievement of national and local targets and objectives.
- To take a lead responsibility in the development of assessment and case management within the team.
- To support in ensuring quality assurance systems are implemented; including audit arrangements to ensure the continuous improvement of both performance and practice.
- In consultation and partnership with the Team Manager, manage staff performance and practice according to Walsall Council policies and procedures; play a role in addressing under or poor performance in a timely fashion.
- Contribute to the development of best practice across the team and wider Adult Social Care service.
- To specifically support newly qualified Social Workers/OT's and non-professional qualified staff by ensuring their caseloads are at a suitable level, they co-work where necessary, they have appropriate supervision and support, and they are enabled to build both professional experience and confidence.

### **Managing Self**

- Ensure any reports are completed on time and written work presents information which is structured, clear, evidence based, and logical; in accordance with standards.
- To be accountable for own progression in development through maintaining up to date knowledge and skills through ongoing professional development and research, by maintaining appropriate practice to allow for continued accreditation in relation to the Post Qualifying Award.
- Perform duties in line with the Social Work England Code of Practice and ensure others practice in accordance with the code.

And any other duties delegated by the Team Manager commensurate with the grade of the post.

## **4. Key Stakeholders and reporting lines**

- 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 postholder 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: Advanced Practitioner	GRADE: G10	
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 Application form =A interview=I both=A/I test = T	<b>WEIGHT CODE</b> shows relative importance Low=1 Medium=2 High=3
<b>Behaviours:</b> refer to corporate behaviours document		
<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.	A/I	3
<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 flexible thinking, acts decisively and develops creative solutions to complex problems, and promotes these abilities in others in accordance with the Professional Capabilities Framework.	A/I	3
Demonstrates enthusiasm and commitment to the Social Work/Occupational therapy task; upholds and demonstrates knowledge of Social Work values.	I	3
Ability to negotiate, challenge, resolve conflict and encourage practice improvement effectively; exercising individual judgement and consulting where and when appropriate within sensitive circumstances.	I	3
Demonstrates good analytical and evaluative skills; uses a balanced, evidence-based, and reflective approach.	A/I	3
Develops effective partnerships and responds to external pressures; works well with others, demonstrates an external focus.	I	3
Demonstrates self- awareness and emotional resilience; learns continuously and effectively and has ability to manage own stress levels effectively.	I	3
IT literacy; able to use IT / run reports / to use or quickly learn to use relevant IT information and data capture systems.	A/I	3

Ability to communicate effectively; demonstrates a good level of written work, recording and evidencing appropriately; and ability to be flexible, creative and use initiative.	A/I	3
Demonstrates professional leadership.	I	2
Uses initiative, is innovative and drives through change; is change orientated; displays creative thinking.	I	3
Achieves outcomes for customers and communities; Is customer and outcome focussed; strives for continuous improvement.	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>Knowledge/Experience:</b> specify type, level and qualitative (not quantitative required); if any.		
Is politically aware and understands how the organisation works.	I	2
Manages resources and plans for high performance to gain the maximum benefit; displays sound financial management, plans ahead and demonstrates breadth of thinking.	I	3
Demonstrates knowledge of development across the lifespan and the needs of adults.	I	3
Demonstrates working knowledge of current Social Care legislation, guidance and regulation.	A/I	3
Experience of professional supervision; supporting, mentoring and advising staff and students.	A/I	3
Substantial post qualifying experience of social care.	A/I	3
Demonstrates an understanding and commitment to equality of opportunity and anti-discriminatory practice and the ability to challenge and rectify discriminatory practice at individual and systemic levels.	I	3
Evidence of continuous professional development	A/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 or OT qualification; BA, MA, BSc, MSc, Dip.SW, Dip.OT.	A	
Registration with Social Work England as either a Social Worker or Occupation Therapist (HCPC)	A	
Evidence of Post qualifying practice award i.e. Practice Educator, Best Interest Assessor, Approved Mental Health Practitioner, Certificate in Child Protection studies etc.	A	
<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
<b>Prepared by:</b>		<b>Date:</b>