



West Northamptonshire Council

Job Description

Job Title: Social Worker

Job Number:

Grade: J

Overall purpose of the job

- Providing a high standard of social work to customers arising out of the West Northamptonshire Council's duties and powers under legislation and in accordance with divisional and area policy, procedures, guidelines and the standards for all social workers registered with Social Work England.
- Operating within a multidisciplinary environment to provide appropriate, professional social work support for adults with additional care and support needs within the framework of the seven social care outcomes, adhering to the principles of the Care Act (2014) and, where applicable, Mental Capacity Act (2003) and Mental Health Act (1983; 2007).
- Operating within an integrated service, to provide individualised, outcomes-led, personalised support, based on structured, individual assessments that inform the setting up and commissioning of appropriate packages of support.
- Undertake the more complex assessments, packages of care and long term support for people who are eligible for services that require a professional/ specialist input.
. To identify unmet needs, safeguard, identify, promote, develop and challenge appropriate services and resources in order to meet the needs of customers and contribute to the development of the service.

Main accountabilities

1.	Act as "trusted assessors" for defined areas of the support plan Conduct or support individual assessments (including risk assessments of both the customer and carer, in line with eligibility criteria to assess the dependency needs of the customer) or facilitate self-assessments, using the appropriate assessment tools and techniques in order to establish clear, relevant, proportionate, cost effective and appropriate options for the individual. Value and encourage the contribution of service users and their advocates, relatives, carers and support workers where appropriate. Work alongside Brokers to procure support plans including equipment and adaptations.
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2.	To manage and be accountable for an allocated caseload of customers in compliance with statutory requirements, West Northamptonshire Council policy, professional best practice and with regard for individual choice. Ensure compliance with policies and procedures of West Northamptonshire Council, and those of any partner agencies, are followed, and that the service is always delivered in accordance with professional standards, policy and practice and within the relevant statutory and regulatory frameworks.
3.	Understand the budgetary framework to ensure that the service delivers value for money and cost effective solutions and options within defined budgetary constraints. Identify any unmet needs and identify, source, develop and implement resources, alternative funding sources and services in order to achieve the objectives of support plans. Support, promote and calculate personalised budgets and understand the principle of direct payments and self-funding to ensure that customers are supported in exercising choice based on assessed risk and expected outcomes. Support customers in navigating through the appropriate procedures.
4.	Assist with monitoring and evaluating the effectiveness of the service and contribute to the development of service improvements through participation and involvement in local and central team meetings, supervision, training, conferences and other forums. Work flexibly and respond positively to changing business and customer needs. and carry out any other duties within the scope of the nature and grade of the post, as directed by the line manager
5.	Monitor and carry out timely, regular and frequent reviews of people's support plans in compliance with service targets and statutory requirements to ensure that services provided continue to meet customers' needs ensuring that changes and alteration in the case are accordingly resourced.
6.	Liaise with, establish and maintain effective working relationships with other local services, specialist teams, Hospital Trusts, and the 3rd sector organisations relevant to the needs of the customer in order to deliver a holistic and seamless service. Co-ordinating and leading multi-disciplinary/ professional meetings as required, representing the service at internal and external meetings.
7.	Maintain up to date, accurate and timely records of communication, decisions, actions and outcomes relating to cases in line with the processes, standards and systems of West Northamptonshire Council. Take responsibility for the administrative processes associated with dealing with cases in accordance with service procedures, standards and targets. Produce, maintain and present accurate records and reports for court and audit purposes in accordance with relevant policies, procedures and legislation.



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8.	Supervise and allocate work to Assessment and Enablement Workers (AEWs) and less experienced colleagues to maximise the team's abilities and effectiveness in meeting the challenges of the service.
9.	Take responsibility for promoting and safeguarding the welfare of people who come into contact with the service, in full compliance with West Northamptonshire Council policies and procedures and that the principles are embedded in all practices, advice, decisions and support associated with this role.

Safeguarding commitment

We are committed to safeguarding and promoting the welfare of children and young people/vulnerable adults. We require you to understand and demonstrate this commitment.



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Person Specification

Qualifications, knowledge, skills and experience

Minimum level of qualifications required for this job

Qualifications required	Subject	Essential/ Desirable
CQSW/ DipSW, Degree or equivalent qualification		E
Registered as Social Worker with Social Work England and willingness to evidence continued professional development to maintain registration.		E
Training in relevant legislation appropriate to working with adults		E
Accredited Best Interest Assessor or Practice Educator Standards Stage 1		D
Approved Mental Health Professional Training (AMHP)		D

Minimum levels of knowledge, skills and experience required for this job

Knowledge Required	Essential/ Desirable
Acknowledgment of the centrality of relationships for people and the key concepts of attachment, separation, loss, change and resilience.	E
Understanding forms of harm and their impact on people, and the implications for practice, drawing on concepts of strength, resilience, vulnerability, risk and resistance, and apply to practice.	E
Valuing and taking into account the expertise of customers, carers and other professionals.	E
Critical understanding of the range of theories and models for social work intervention with individuals, families, groups and communities, and the models derived from them.	E

Skills required	
The ability to effectively use IT systems appropriate to the job requirements.	E



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Experience required	
Application of appropriate legal frameworks and guidance that inform and mandate social work practice.	E
Understanding and using knowledge relating to your area of practice, including critical awareness of current issues and new evidence-based research.	E
Experience in working with customer groups for example Mental Health, Older Persons, Learning Disability, Transitions and Physical disabilities.	E
Managing workload independently, seeking support and suggesting solutions for workload difficulties.	E
Engaging effectively with people in complex situations, both short term and building relationships over time.	E
Using assessment procedures discerningly so as to inform judgement. Clearly & accurately reporting and recording analysis and judgements.	E
Confident and effective judgement about risk and accountability in decision making.	E
Undertaking assessment and planning for safeguarding.	E

Safeguarding	
Demonstrate an understanding of the safe working practices that apply to this role.	E
Ability to work in a way that promotes the safety and well-being of children and young people/vulnerable adults.	E

Disclosure Level

What disclosure level is required for this post?	None	Standard
	Enhanced	Enhanced with barred list checks

Work Type

What work type does this role fit into?	Fixed	Flexible	Field	Home
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