

WHERE
CAREERS
THRIVE

When potential
is unlocked,
talent *thrives*



West
Northamptonshire
Council

Job description and person specification

Practice Educator

Adult Services, People Directorate

Thank you for your interest in this role. Our vision at West Northamptonshire Council (WNC) is: 'to make West Northants a great place to live, work, visit and thrive'.

We truly stand by this and work hard every day to make this a reality, and at WNC it's about our people. People who thrive with ambition, bring new ideas, demand better ways of working, care about every detail, and who never shy away from a challenge.

Our culture is a gateway for new experiences. A place to forge new opportunities. To empower you in your career and unite you with like-minded people. When potential is unlocked, talent thrives.



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Purpose and impact:

WNC is extending its Social Work apprenticeship offer over the next 3 years, with an aim of recruiting a third and potentially 4th cohort of Social Work apprentices. In addition, to promote local recruitment, we need to support more traditional student placements and Newly Qualified Social Worker's.

In order for that vision to be a success, we recognise that we need to invest in consistent and high quality practice education for our learners. The Practice Educator role has been created to support this.

A practice educator is a social worker who supports, teaches and assesses students whilst on placement, Social Work apprentices and Social Workers completing their Approved and Supported year in Employment. They are a mentor, teacher, assessor and supervisor and a consistent presence to ensure the student and staff feels safe and secure whilst on their placement and in doing their role

Accountable to:

This post reports to and is line managed by the Professional Development Lead.

This post will have Practice Educator responsibility for a number of learners and practitioners and will work collaboratively with Line Managers across Adult Services to support these.

The role sits within learning and Development ,part of the People Services Directorate in West Northamptonshire Council, which is overseen by the Lead Principal Social Worker for Adults

Responsibilities:

To support Social Work students, Apprentices and Newly Qualified Social Workers (NQSW's) through their placements and Approved and Supported Year in Employment (ASYE) respectively.

1. To plan and deliver effective supervision based around the needs of learners, including applying theory to practice and critical reflection.
2. Use the supervision of learners to oversee the approach used to work with people using our services, who might be experiencing adverse and risky situations which are multi-faceted.
3. To work with the Lead Principal Social Worker and Professional Development Lead regarding the delivery of high-quality practice education.
4. To be a key liaison with Higher Educational Institutes and Colleges.
5. To support in the resolution of any concerns or disputes that place a learner's education in jeopardy.
6. Develop and facilitate workshops for learners as agreed with the Lead Principal Social Worker and Professional Development Lead
7. To act as the lead Practice Educator across the service and facilitate collaborative working across other Practice Educators and Practise Assessors

8. To maximise personal productivity, minimise duplication and errors; and manage our information efficiently and securely to reduce risk, through effective use of Office 365 and our internal IT systems and applications.
9. Actively challenge and seek to eliminate any directly or indirectly discriminatory practice or behaviours.
10. Demonstrate awareness and understanding of other people's behavioural, physical, social and welfare needs and ensure that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons.

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of effective working, the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and any consequential changes will be carried out in consultation with the post holder.

Person specification:

The requirements for the role are outlined below and will be part of the selection process. Each of the criteria listed below will be measured by:

(**A**) Application Form, (**T**) Test, (**I**) Interview, (**P**) Presentation, (**D**) Documentation.

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

Skills and abilities:	Essential / Desirable	Measured by
Ability to demonstrate skills of an Experienced Social Worker, in accordance with the Professional Capabilities Framework	Essential	P, I
Spoken English Duty Requirement - The ability to converse at ease with members of the public and provide advice in accurate spoken English is essential for this post.	Essential	P, I
Ability to travel to meet service delivery requirements.	Essential	D
Demonstrate effective use of Office 365 (incl. Teams, OneDrive, etc.) or willingness to undertake training during the probation period.	Essential	A/I

Knowledge:	Essential / Desirable	Measured by
Evidence of CPD in line with SWE professional standards and PEPS.	Essential	P, I
Awareness of current statutory requirements in Adult Social Care	Essential	P, I
Awareness of quality assurance obligations as described in PEPS refresh 2022.	Essential	P, I

Relevant experience:	Essential / Desirable	Measured by
Experience in Social Worker, in accordance with the Professional Capabilities Framework i.e experience of managing a complex case load.	Essential	P,I
Experience of supporting/coaching or mentoring	Essential	P,I
Experience of supporting students, SW Apprentices and NQSW's	Essential	I

Education, training and work qualifications:	Essential / Desirable	Measured by
Social work qualification (DipSW, CQSW, Degree in Social Work or equivalent)	Essential	D
Social Work England Registration.	Essential	D
Practice Education Certificate- PEPS 2 or equivalent.	Essential	D

All appointments are subject to standard pre-employment screening. This will include identity, references, proof of right to work in the UK, medical clearance and verification of certificates.

Additional pre-employment checks specific to this role include

Enhanced Disclosure and Barring Service check, Professional Registration, Non police personnel vetting, Disqualification from Caring]

Day-to-day in the role:

Hours:	37: part time considered	Primary work base:	One Angel Square
Job family band:	WNC	Worker type:	Flexible
Salary range:	£41,816-£45,175	Budget responsibility:	N/A
People management responsibility:	N/A		

Working conditions & how we work:

We are open to discussions about flexible working.

This role has been identified as a part-flexible worker type, this means that you will be able to worker from other work locations and when not working from an office you will be working remotely for up to 3 days a week (including from home).

Our organisational values and behaviours

Everything we want to achieve for West Northants depends on having the right people in place and doing the right things and we want all colleagues to THRIVE, both personally and professionally. Our values and our behaviours framework underpin how we work and what partners and customers can expect from us. We want to do our very best for our residents, service users and businesses and for our staff – we want everyone to THRIVE.

T Trust	We are honest, fair, transparent and accountable. We can be trusted to do what we say we will.
H High Performing	we get the basics right and what we do, we do well. We manage our business efficiently.
R Respect	we respect each other and our customers in a diverse, professional and supportive environment.
I Innovate	we encourage curiosity, we are creative and seize opportunities to grow individually as an organisation and as an area.
V Value	We continually strive for best practice and ways of improving existing procedures, practices and systems and thereby promoting efficiency and cost effectiveness
E Empower	we believe in people, will listen, learn and trust them to make decisions. We help people to realise their ambitions.

“Valuing colleagues as individuals and encompassing our different perspectives to deliver our collective ambitions. One West inclusive culture”

When potential is unlocked, talent *thrives*

Choose a career that offers you a true sense of achievement, fills you with pride and challenges you in a positive way, everyday.

The benefits of a career at WNC include:

- **People** are at the centre of everything we do. Without our people, we wouldn't be able to deliver services to the people in our community.
- **Ambition** runs through everything we do at West Northants Council, we nurture and develop our people's ambition and willingness to succeed, to continually improve the service we provide to the community.
- **Care** is at the heart of West Northants Council, we care in so many ways; seen and unseen, helping our colleagues and community to thrive.
- **Flexibility** is key, we know work-life balance is critical to wellbeing, so we work hard to make sure our benefits package promotes and improves wellbeing; from annual leave, sick pay, family leave and flexible working, financial security offered by a local government pension scheme and life assurance, and discount schemes which make a difference to your day-to-day life, through to employee helplines offering free legal, health, financial and wellbeing advice and support.

We want you to have balance and be happy.

