

## Children's Social Worker - Job Description

### Our Vision

Creating a greener, fairer and more caring Cambridgeshire

### Our Corporate Outcome

Every decision we make and every action we take contributes to reduce our carbon emissions and improve nature. We make a difference through our climate conscious decisions each day.

### Our Values

Our four values are central to our culture, driving everything we do.

- **Lives Over Services**  
We put people and our communities at the heart of everything that we do
- **Collaborative**  
We respect and value people equally and work together through a shared purpose
- **Creative and Aspirational**  
We use our bravery, boldness and curiosity to challenge and innovate
- **Accountable**  
We take ownership for our outcomes, and responsibility for our behaviours

### Children's Services

Children, young people, and their families are at the heart of everything we do. We believe that delivering Children's Services well has the potential to transform the lives of children, young people and their families across Cambridgeshire. We are committed to safeguarding and promoting the welfare of children, young people and their families. We help children, young people and their families to build their resilience and community connections and empower them to find their own solutions to problems. We understand that children and young people are not all the same, but they all deserve outstanding services.

We promote diversity and want a workforce that reflects the population of the communities we serve in Cambridgeshire.

We have identified six practice methodologies that are used within Cambridgeshire to enable practitioners to work with children, young people and their families.

Every case record will contain at minimum the following up to date areas of practice:

- Genograms
- Chronology
- Voice of the Child (incorporated into assessments plans and visits)
- Meaningful and planned visits
- Supervision/Management Oversight – key decision
- Plans or review of plans and Planning

These are what we call **The Big 6**. They form the basis of all of our practice standards, and they are integral to the records we keep.

## Job Purpose

**Job Title:** Social Worker  
**Service:** Children, Education and Families  
**Grade:** P1  
**Reports to:** Team Manager

### Overall purpose of the job

Under the general direction of a Team Manager, provide a high quality and effective social work service to respond to the needs of vulnerable children and their families in a timely manner and within statutory guidelines. Work in partnership with families using the Family Safeguarding model, taking a strengths-based approach to assess need, plan and deliver focused interventions to safeguard children and promote positive outcomes. Build meaningful working relationships with children and young people that enable their voice to be heard and their lived experience to be understood. Work with multi-agency colleagues and partners to ensure holistic engagement with children and their families.

### Main accountabilities

| <b>Main accountabilities</b> |   |
|------------------------------|---|
| 1.                           | <p><b>Response to need</b></p> <ol style="list-style-type: none"> <li>1. Provide professional leadership, specialist social work practice skills and knowledge to make independent decisions and support situations, in which risk of significant harm, ambiguity or complexity is greatest.</li> <li>2. Through the intervention of assessment, identify and respond to needs, build on strengths, ensuring that analysis is robust and leads to clear outcomes that can be met through appropriate SMART plans.</li> <li>3. Demonstrate good analytical, interviewing and observational skills, to ensure the voice of the child is heard and is used to inform all assessments, decision making and interventions.</li> <li>4. Using our practice methods, engage with children, young people, and their families to develop effective and empowering working relationships which facilitate change and improve outcomes for children and young people.</li> <li>5. To ensure legislation and statutory guidance is adhered to and challenge decisions where appropriate.</li> <li>6. To act as the lead professional and ensure all matters in respect of safeguarding are dealt with promptly, effectively and in line with child protection procedures and escalated as necessary.</li> <li>7. To demonstrate sound written skills through the provision of coherent, analytical and evidence based reports and plans for a variety of forums, including court, which are child focussed and reflect the impact of the child's lived experience.</li> </ol> |

|           |   |
|-----------|---|
|           | <p>8. Work in partnership with children, young people and their families to ensure that all interventions are proportionate and timely, that people are protected from harm, and that their human rights are promoted.</p>  |
| <p>2.</p> | <p><b>Partnership Working</b></p> <p>9. Represent Cambridgeshire County Council at a community level and by working jointly with key partner agencies, develop effective multi-agency plans to enable independence, formulating appropriate solutions together with children and families.</p> <p>10. To contribute to the development of integrated services and policy and to promote new ways of developing service user care, taking account of national initiatives and practice standards.</p> <p>11. Share information about children with other agencies in order to safeguard them and promote their welfare as appropriate.</p>   |
| <p>3.</p> | <p><b>Professional Development</b></p> <p>12. Maintain and update knowledge regarding social policy and social work practice, be fully informed of organisational policy and procedures, relevant legislation and statutory guidance.</p> <p>13. Maintain professional registration with Social Work England, engage in a range of training and development opportunities and take responsibility for own Continuous Professional Development (CPD) in line with Social Work England registration requirements.</p> <p>14. Share knowledge and expertise with peers to support the development of a confident and skilled workforce.</p>  |
| <p>4.</p> | <p><b>Professional Values, Behaviours and Standards</b></p> <p>15. Carry out duties in a timely and responsive manner, in line with Social Work England Professional Standards, the Professional Capability Framework and Cambridgeshire's County Council's values; Lives over services, Collaborative, Creative and Aspirational, Accountable.</p> <p>16. Keep and maintain accurate service user records, in line with professional requirements and departmental recording methods.</p> <p>17. To take a key role in promoting and developing service user empowerment, recognise and celebrate diversity, demonstrate commitment to anti-racist, anti-discriminatory practice in all professional practice.</p> <p>18. To be an ambassador for the social work profession both internally and externally.</p> |

## Person Specification

### Qualifications, knowledge, skills and experience

Minimum level of qualifications and/or equivalent experience required for this job

| <b>Qualifications Required</b>   | <b>Essential / Desirable</b> |
|--|------------------------------|
| Recognised professional Social Work qualification (Degree/Masters/Post Graduate Diploma/Social Work fast track qualifying programme) | Essential                    |
| Relevant specialist post qualifying and or post graduate training  | Desirable                    |
| Current Social Work England registration   | Essential                    |
| Car driver with full UK licence. Ability to work from a variety of locations and travel countywide.                                  | Essential                    |

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

| <b>Knowledge Required</b>  | <b>Essential / Desirable</b> |
|--|------------------------------|
| Proven knowledge and understanding of child development, parenting capacity, environmental factors and risk and protective factors.                | Essential                    |
| Knowledge of relevant safeguarding legislation, statutory guidance, and procedures.  | Essential                    |
| Knowledge of key children's agencies   | Essential                    |
| Knowledge and awareness of issues relating to racism, discrimination and equality of opportunity   | Essential                    |
| <b>Skills Required</b>   | <b>Essential / Desirable</b> |
| Ability to maintain high quality records, writing clear, concise, child-centred reports and plans.   | Essential                    |
| Ability to create a rapport and build relationships with children/young people and their families using a person centred, strengths-based approach | Essential                    |
| Ability to prioritise tasks, be accountable for managing own caseload and work to tight deadlines and targets                                      | Essential                    |

|   |                              |
|---|------------------------------|
| Excellent communication and negotiation skills including the ability to deal with complex issues in a sensitive and appropriate manner.                             | Essential                    |
| Commitment to and understanding of anti-racist, anti-discriminatory social work practice. Ability to positively challenge discrimination and oppressive behaviours. | Essential                    |
| Ability to thrive in a complex, fast paced and demanding environment.   | Essential                    |
| Ability to lead, chair or participate in a range of multi-disciplinary meetings.  | Essential                    |
| Ability to work as part of a team, using own initiative and sharing expertise and experience with others.   | Essential                    |
| Excellent IT skills and ability to use a variety of IT devices, systems and databases.  | Essential                    |
| <b>Experience Required</b>  | <b>Essential / Desirable</b> |
| Experience of identifying and assessing need, formulating and implementing effective social work interventions in partnership with children and families.           | Essential                    |
| Experience of recording, summarising, analysing and evaluating complex information.   | Essential                    |
| Experience of social work with children and families, building effective helping relationships and overcoming challenges in doing so.                               | Essential                    |
| Experience of working as part of a multi-disciplinary team or alongside multi-agency colleagues.  | Desirable                    |