

Advanced Practitioner Job Description

Salary grade: L45 – L47

Hours: 37

Location: Northamptonshire

Reports to: Team Manager

Service area: Social Work Academy

Overall purpose of the post

The Job holder will work as part of the Social Work Academy (SWA) Management group and will be responsible for the development of social workers associated with the SWA in accordance with the Assessed Supported Year in Employment (ASYE), Professional Capabilities Framework (PCFs), Knowledge and Skills Statements (KSS) and Continued Professional Development (CPD) arrangements and they will contribute to the SWA objectives.

To deputise for the Team Manager as necessary and appropriate.

Principal responsibilities

1. Under the direction of the team manager to Supervise and manage the workload of newly qualified social workers and provide mentoring, reflective supervision, monitoring of case progression, professional development and professional supervision in accordance with the Social Workers Academy's teaching programme and wider objectives in situations of high complexity ensuring a high standard of service delivery.
2. Support the Team Manager in managing a current and reliable record of allocation, assurance in service provision and ensuring a high standard of service delivery. Ensure Signs of Safety model of practice is delivered and embedded into practice.
3. Contribute to the learning and development of the Academy/NCT as a training organisation by managing the interface between Higher Education Institute (HEI) and training/workplace situations, by contributing to arrangements for selection, training and curriculum delivery, assessment and evaluation. To quality assure practice learning opportunities for social workers undertaking social work development training at undergraduate and post qualifying levels. Use feedback from Academy social workers having completed the programme to inform future Academy development.

4. To ensure that accurate records and reports are maintained in order that they can evidence a meaningful practice assessment of NQSWs in accordance with the Assessed and Supported Year in Employment (ASYE) programme and probationary arrangements. To improve the quality of casework through undertaking case file audits and ensuring feedback from audit activity is implemented into social work practice and formal observations of practice.
5. To provide the Team Manager with accurate information and assist the Team Manager with establishing, maintaining and utilising information systems to ensure best practice as part of a robust quality assurance system and to inform performance and budget management of the team and organisation.
6. Working within a multi-disciplinary context, to develop effective working partnerships with other agencies and services involved to ensure that positive outcomes are achieved in all key areas of service user's lives.
7. To deliver, within the framework of current legislation and guidance, professional leadership and education for social workers associated with the Academy in order to provide effective and professional service delivery at both undergraduate and post graduate level. Ensuring development of social workers in order that they can deliver excellent standards of practice and service to customers and their families.
8. Ensure that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons, and to comply with the policies and procedures relating to health and safety within the department.
8. Carry out any other duties which fall within the broad spirit, scope and purpose of this job description and which are commensurate with the grade of the post.
9. To demonstrate awareness/understanding of equal opportunities and other people's behavioural, physical, social and welfare needs

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.

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

Attributes	Essential Criteria	Desirable Criteria
Education and qualifications	Social Work Qualification	
	DipSW, CQSW, Degree in social work or equivalent	
	Social Work England Registration	
	Further post qualification education or relevant experience or study	
	PEP 1 and 2 or be willing to undertake PEP 2, Post Qualifying Award, Enabling Others or equivalent	
Experience and knowledge	Knowledge of legislation relevant when working in Children Services, national and local policies, procedures and best practice requirements.	
	Knowledge of the PCFs, KSS and other relevant Social Work professional standards.	
	Knowledge and understanding of using appropriate assessment tools and research.	
	Post-qualification experience in an appropriate discipline/ service	
	Experience of staff mentoring and or supervision demonstrated through previous student or NQSW mentoring and coaching	
	Experience in training preparation, planning, delivery and evaluation.	
Ability and skills	Excellent written and verbal communication skills including ability to use word and excel to produce reports, undertake correspondence and keep accurate records.	
	Excellent organisational skills and ability to priorities work effectively.	



Attributes	Essential Criteria	Desirable Criteria
	Confidence to work on own initiative and ability to work under pressure. Essential Experience of ICS, carefirst or other social care data base systems.	
	In accordance with the immigration act demonstrate a level of fluency in English to be able to converse and provide advice to customers with ease	
	Conscientious and emotionally resilient	
	Post qualification experience of children and families social work within a statutory or voluntary organisation	
	Proven ability to relate professionally with children and families evidenced through previous work as a Social Worker.	
	Experience of supporting more junior roles in a social work environment	
	Full driving license to be able to drive to customers and meetings across a large geographical area.	
	Demonstrate an understanding of the safe working practices that apply to this role.	
	Ability to work in a way that promotes the safety and well-being of children and young people/vulnerable adults.	
Equal opportunities	Ability to demonstrate awareness/understanding of equal opportunities and other people's behaviour, physical, social and welfare needs	