

Children's Senior Practitioner - 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: Senior Practitioner
Service: Children, Education and Families
Grade: P2
Reports to: Team Manager

Overall purpose of the job

To manage a complex caseload commensurate with qualification, experience and competency. Workload will be highly complex with a degree of autonomy with regular supervision.

To coach and mentor less experienced team members as a Practice Educator.

To work within the legislative and procedural framework of Cambridgeshire County Council.

Main accountabilities

Main accountabilities	
1.	<p>Service Delivery</p> <ol style="list-style-type: none"> 1. To provide professional leadership in situations which have highly complex case arrangements for assessment and support planning, which involve risk, complexity and safety of children, young people, and families. 2. To deputise for the Team Manager when required and as agreed by the Service Manager, including responsibility for all key duties of the Team Manager in their absence. 3. To undertake timely assessments in accordance with statutory, regulatory, and operational standards, policy, and procedures for the service with a high degree of efficiency. 4. To plan, implement and review services, actions and processes for children and young people with statutory, regulatory, and operational standards, policy and procedures for the service. 5. To chair and attend relevant childcare meetings to ensure that the outcomes identified at assessment are met through the provision of support, equipment, adaptations and enabling programmes. 6. To provide written and verbal reports for a variety of settings, including at Court, that are concise, informative and based on analysis of complex evidence. 7. To lead, guide, and direct team members, to ensure work plans are in place and accountability taken by each team member for the cases held. 8. To manage the planning, allocation, and review of workload for direct reports so priorities are managed, shortfalls identified and services delivered within capacity

	<p>and within departmental and partnership policies, procedures and timescales.</p> <p>9. To develop effective partnership working with colleagues in related teams and partner agencies including community services both in terms of providing effective responses to the needs of children and young people and the development of an integrated service.</p>
2.	<p>Safeguarding and Risk Management</p> <p>10. To assess and balance risk and protective factors within a safeguarding framework.</p> <p>11. To provide advice and guidance on case management and effective risk management of complex situations, understand when to take positive risks as appropriate and escalate to the Team Manager as required.</p> <p>12. To actively model a robust commitment to safeguarding and promoting the welfare of children and young people within your team.</p> <p>13. To provide more specialist social work practice skills and knowledge of Children's Services user groups and make independent decisions.</p> <p>14. To work systemically, collaboratively and sensitivity with children, young people and their families, creating opportunities for the promotion of growth and resilience.</p> <p>15. Maintain accurate and up to date records safely and confidentially in accordance with Cambridgeshire County Council policies and procedures.</p>
3.	<p>Service and Team Development</p> <p>16. To act as a practice lead to other members of the team contribute to the induction of new staff and act as a Practice Educator to Child Practitioners within the team.</p> <p>17. To be responsible, alongside the Team Manager, for the supervision responsibilities for Social Workers and Child Practitioners, including overall responsibility for case outcomes within the teams.</p> <p>18. To take responsibility for professional development and training needs of direct reports through appropriate training, mentoring and supervision.</p> <p>19. In conjunction with the Team Manager, ensure every team member is confident to deliver a service to children and young people that utilises a range of evidence-based methodologies including systemic and social learning approaches.</p> <p>20. To participate and lead in project and service development work as required.</p>
4.	<p>Performance Management</p> <p>21. To utilise management information to monitor team performance, reporting as required, and escalating and addressing any addressing any areas of concern</p>

	<p>in conjunction with the Team Manager.</p> <p>22. To prioritise activities and resources to meet team objectives including effective workload management of self and others.</p> <p>23. To contribute to service plans to reflect links between activity and key performance indicators.</p>
5.	<p>Professional Values, Behaviours and Standards</p> <p>24. To carry out duties in a timely and responsive manner, in line with Cambridgeshire County Council standards and behaviours, and the Professional Capability Framework.</p> <p>25. To keep and maintain accurate records, in line with professional requirements and departmental recording methods and standards.</p> <p>26. To demonstrate an understanding of, acceptance, and commitment to the principles underlying equal opportunities.</p> <p>27. To fulfil the requirements of registration with Social Work England in respect of conduct, professional development and National Standards.</p>

Person Specification

Qualifications, knowledge, skills and experience

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

Qualifications Required	Essential / Desirable
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
Practice Educator qualification or ability to undertake this within a year in post	Desirable
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

Knowledge Required	Essential / Desirable
Proven extensive knowledge and experience of Social Work with children, young people and families.	Essential
Completion of comprehensive risk assessments in child protection including investigations, court work and complex case work with children, young people and families.	Essential
Knowledge and proven experience of managing complex case arrangements.	Essential
Proven previous experience of summarising, analysing and evaluating complex information.	Essential
Knowledge of relevant safeguarding legislation, statutory guidance and procedures.	Essential
In depth knowledge and understanding of best practice and national developments relating to the service area.	Essential
Knowledge and awareness of issues relating to communities from diverse racial and cultural backgrounds and Equal Opportunities.	Essential

Knowledge and understanding of Government and Council performance indicators and targets.	Essential
In depth knowledge and understanding of the values and principles underpinning children and young people involvement, and good customer care.	Essential
Skills Required	Essential / Desirable
Proven ability to communicate to an advanced level verbally and in writing to a range of audiences including children, young people, parents and carers, and professional colleagues.	Essential
Ability to create a rapport and build relationships with children, young people and their families.	Essential
Ability to prioritise tasks, manage own workload and be accountable for casework.	Essential
Able to work with a person centred, strengths-based approach.	Essential
Ability to operate in a fast-paced, changing environment.	Essential
Ability to actively support and promote Equal Opportunities.	Essential
Able to thrive in a complex and demanding environment with a high level of autonomy.	Essential
Excellent communication and negotiation skills including the ability to deal with complex issues in a sensitive and appropriate manner.	Essential
Ability to formulate and implement effective social work interventions focused on outcomes.	Essential
Ability to lead and direct team members regarding professional practice and social work interventions.	Essential
Proven ability to transfer knowledge and skills to colleagues through coaching, mentoring and co-working.	Essential
Excellent IT skills and ability to use a variety of IT devices, systems and databases.	Essential
Experience Required	Essential / Desirable
Significant experience of identifying and assessing complex need, balancing and managing risk, formulating and implementing effective social work interventions.	Essential

Proven experience of managing a diverse and complex workload and ability to thrive in a complex environment.	Essential
Experience of using information management systems to produce good quality data in a variety of formats.	Essential
Broad range of experience in multi-agency working.	Essential
Experience of taking responsibility for creating and maintaining a culture of safe working.	Essential
Experience of dealing with issues relating to, actively supporting, and promoting Equal Opportunities.	Essential
Safeguarding	Essential / Desirable
Able to demonstrate an understanding of the safe working practices that apply to this role.	Essential
Ability to work in a way that promotes the safety and wellbeing of children and young people.	Essential
Able to demonstrate understanding, acceptance and commitment to the principles of human rights and equality, and how they underpin practice.	Essential