

## Job Description

Job Title: Senior Social Worker - Adult Social Care.

Position Code: CCC0951

Pay Grade: P2

### Overall purpose of the job

Cambridgeshire County Council's approach to social work and social care is proactive, preventative, and personalised. We support working with individuals, carers, and families, focusing on individual strengths and available assets, to consider holistic creative solutions to support the individual to meet their aspirations.

This role is key to achieving the aspirations of Cambridgeshire to enable people to exert choice and control and ultimately to live healthy, fulfilled, socially engaged and independent lives. It provides a great opportunity to have a positive influence on the lives of our service users and carers.

Our way of working enable's professionals to spend time with service users and carers, talking to them about their lives and what will make a difference to them, and using knowledge of the local community and council and partner information sources, their personal networks, and providers to help them access new opportunities which will support them to maintain their independence as far as possible.

Social Workers will endorse and act in accordance with the principles of personalisation, ensuring that care and support are person-centred and as far as possible put the people with whom they work in control of their lives. In doing so they will carry out assessments of need, plan and deliver services and review outcomes with the individual, their personal networks and support providers.

### Main accountabilities

Main accountabilities	
1.	<p><b>Respond to need</b></p> <ul style="list-style-type: none"><li>• To provide professional leadership in situations which have highly complex case arrangements for assessment and support planning in situations which involve risk, complexity and safety of the service user and others.</li><li>• To provide written and verbal reports which are concise, informative, and based on analysis of complex evidence.</li><li>• Complete support planning with service users to ensure that outcomes identified at assessment are met through the provision of support, equipment, adaptations and enabling programmes.</li><li>• Actively engage with, assist, and provide advice to carers, conducting carers assessments when appropriate, to enable them to sustain their caring role.</li><li>• Allocate and authorise support packages as appropriate.</li></ul>

	<ul style="list-style-type: none"> <li>• Manage and utilise cash limited budgets to commission services and assistance from other sources.</li> <li>• Lead guide and direct team members to ensure work plans are in place and accountability taken by each team member for the cases held.</li> <li>• To provide written and verbal reports, appropriate for courts and other legal purposes, which are concise, informative, and based on complex evidence to support problem solving and resolution.</li> <li>• To provide cover for the Team Manager during short term absences.</li> </ul>
2.	<p><b>Safeguarding and risk management</b></p> <ul style="list-style-type: none"> <li>• Assess and balance risk and protective factors within a safeguarding framework.</li> <li>• To take a professional lead on adult safeguarding investigations and provide expert knowledge of safeguarding processes, policy, and case law.</li> <li>• To provide more specialist social work practice skills and knowledge of Adult Services user group and to make independent decisions.</li> <li>• Case manage and undertake proportionate assessment and effective risk management of complex situations, understanding when to take positive risks as appropriate.</li> </ul>
3.	<p><b>Service and team development</b></p> <ul style="list-style-type: none"> <li>• To provide regular line management and practice supervision to direct reports, ensuring relevant training needs are met. Lead on the management of employee relations matters day to day and at the informal stage, ensuring these are addressed in a timely and appropriate manner, seeking advice as appropriate.</li> <li>• To lead the induction of Social Workers and Adult Support Co-ordinators as required.</li> <li>• 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 performance indicators.</li> <li>• Take a lead role in the development of quality assurance systems within the team, ensuring the team achieve the Performance Indicators and Quality Assurance standards.</li> </ul>
4.	<p><b>Partnership Working</b></p> <ul style="list-style-type: none"> <li>• To represent Cambridgeshire County Council in multi-agency networks and meetings, working jointly with partners in assessing, planning, and implementing integrated care to promote independence and choice, admission avoidance, facilitation of discharge and secure the appropriate funding stream for individuals.</li> <li>• Work in partnership with other organisations at a strategic level to achieve positive outcomes for service users and carers.</li> </ul>

5.	<p><b>Professional development</b></p> <ul style="list-style-type: none"> <li>• Maintain and update knowledge regarding social policy and social work practice and be fully informed of organisational policy and procedures and relevant legislation, acting as a resource for the team and helping to develop others.</li> <li>• To take a key role in promoting and developing service user empowerment and recognise diversity and anti-discriminatory practice in all professional practice in the team.</li> <li>• To take responsibility for own professional development and record Continuous Professional Development.</li> </ul>
6.	<p><b>Professional Values, Behaviours and Standards</b></p> <ul style="list-style-type: none"> <li>• Carry out duties in a timely and responsive manner, in line with Cambridgeshire County Council Standards, the Professional Capability Framework and Cambridgeshire County Council behaviours – working together, integrity, respect, excellence.</li> <li>• Keep and maintain accurate service user records, in line with professional requirements and departmental recording methods.</li> <li>• Is an ambassador for the profession internally and externally.</li> <li>• To be aware of the responsibilities to maintain a safe and healthy environment for visitors and staff.</li> </ul>

## Person Specification

### Qualifications, knowledge, skills and experience

Minimum level of qualifications required for this job

Qualifications Required	Subject	Essential/ Desirable
Degree level qualification – Social Care	Recognised Social Worker qualification Relevant specialist post qualifying and or post graduate training	E
	Current Social Work England registration	E
	Actively undertake a specialist role e.g. Practice Educator or AMHP or agreement to undertake within the first year.	E
	Approved Mental Health Practitioner	D
	Approved Mental Capacity Professional.	D

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

Identify	Describe	Essential/ Desirable
<b>Knowledge</b>		
	<p>Proven knowledge, experience and understanding of needs of vulnerable adults including environmental factors and risk and protective factors.</p> <p>Proven previous experience of summarising, analysing, and evaluating complex information</p> <p>Knowledge of relevant safeguarding legislation, statutory guidance, and procedures.</p> <p>Knowledge of the personalisation agenda – applying creative problem solving to maximise independence.</p> <p>Knowledge and awareness of issues relating to communities from different racial and cultural backgrounds and Equal Opportunities.</p>	E
<b>Skills</b>		
	<p>Ability to write concise reports and have excellent verbal communication skills</p> <p>Ability to create a rapport and build relationships with clients and their families</p> <p>Ability to prioritise tasks, manage own workload and be accountable for case work</p> <p>Able to work with a person centred, strengths-based approach.</p> <p>Ability to operate in a fast pace, changing environment.</p>	E

<p>Active promotion of equality, diversity, and inclusion in accordance with the Equality Act 2010.</p> <p>To be able to thrive in a complex and demanding environment.</p> <p>Excellent communication and negotiation skills including the ability to deal with complex issues in a sensitive and appropriate manner.</p> <p>Ability to formulate and implement effective social work interventions focused on outcomes.</p> <p>Ability to lead and direct team members regarding professional practice and social work interventions.</p> <p>Excellent IT skills and ability to use a variety of IT devices, systems, and databases.</p> <p>Ability to work from a variety of locations and travel countywide.</p>	
<p><b>Experience</b></p>	
<p>Experience of working as part of a multi-disciplinary team.</p> <p>Experience of identifying and assessing need, formulating, and implementing effective social work interventions.</p> <p>Experience of using information management systems to produce good quality data in a variety of formats.</p> <p>Experience of negotiating to reach a resolution.</p> <p>Experience of successfully effecting change.</p> <p>Broad range of experience in multi agency working.</p>	<p>E</p>