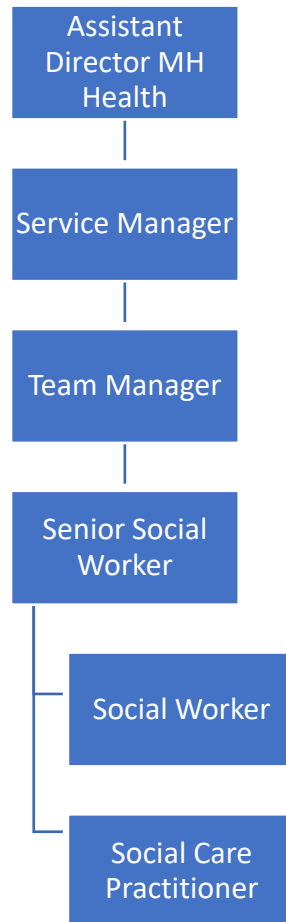
 WOKINGHAM BOROUGH COUNCIL	Job Description		Job Reference
Job Title	Senior Social Worker		
Service	Adult Social Care and Safeguarding	Team	
Location	Resource House Wokingham		
Reports to	Team Manager		
Responsible for	Registered and non-registered Adult Social Care Professionals		
Grade NRS3			
<p>This job description has been designed to indicate the general nature and level of work required of the post to indicate the level of responsibility. It is not a comprehensive or exhaustive list and the line manager may vary duties from time to time which do not change the general character of the job or the level of responsibility entailed.</p>			
<u>Service Purpose</u>			
<p>Adult social care provides a range of interventions to adults who need extra support to stay healthy, play a part in their community and lead as fulfilling a life as possible.</p> <p>The service provides personalised, practical support to help people whose needs arise from mental illness, disability, old age and social disadvantage. It preserves dignity and keeps people independent. People who need care should have the choice, flexibility, and control to live their lives the way they want.</p>			
<u>Purpose of the role</u>			
<ul style="list-style-type: none"> To work within the relevant legal frameworks, guidance, policies and procedures to undertake assessments, reviews and support planning with individuals and their carers, promoting well-being, independence and safety. To enable people to identify their own needs and the outcomes they wish to achieve and to implement and review support plans to meet these needs and to liaise with other professional/agencies as required. To provide guidance, support, Supervision and/or line management of registered and non-registered Social Care professionals, ensuring that quality and performance are met. 			
<u>Main Accountabilities</u>			
1	To work in accordance with the Care Act 2014 to assess, review or reassess complex needs of customers and their carers, offering advice and guidance and access to support services in line with their eligible needs, with an emphasis on health, safety, and wellbeing for vulnerable individuals and those that care for them.		
2	To adopt and promote a strengths-based approach to the role and maintain a professional and respectful working relationship with individual customers and carers. To adopt a personalized approach, to ensure that dignity is maintained, cultural background and communication needs are addressed, and choices and aspirations are listened to and acknowledged.		

3	To direct, support and undertake risk assessments and formulate risk management plans, having regard for the safety of customers and others, whilst promoting independence and supporting positive risk enablement where appropriate. .
4	To identify (and support others to identify) and/or make enquiries concerning any allegations of potential abuse or neglect of adults with care and support needs with a view to the development and implementation of safeguarding plans which maintain their safety and the safety of others, within the multi-agency safeguarding adults procedures. To act as SAM (Safeguarding Adults Manager) on enquiries being undertaken by less experienced staff.
5	To work in accordance with statutory legislation and the Council’s policies and procedures.
6	To effectively manage your own priorities, workload and conflicting pressures and that of the team, escalating where appropriate
7	To consider and maximize the use of assistive technology, including Telecare as an option to maximize independence
8	To be accountable for ensuring that timely completion and maintenance of accurate and up to date records by ensuring electronic case recording systems are used to ensure that records are maintained in a timely manner and in accordance with Council procedures, statutory legislation and General Data Protection requirements.
9	To interpret and analyse varied and complex information or situations and work with relevant others to create solutions. prepare, report and present detailed information about people’s needs and resources required for consideration by appropriate management authority.
10	To establish and promote professional relationships with relevant stakeholders including voluntary services to enable collaborative multiagency working and encourage an open and transparent dialogue.
11	To maintain and promote continuous professional development of yourself and staff and uphold professional standards in accordance with the standards set by the professional governing body, and to maintain appropriate professional registration.
12	Chair meetings and case conferences (e.g. professionals’ meetings, case conferences, MDT’s etc.)
13	To proactively engage in relevant meetings and 1:1’s and contribute to the development of the service.
14	To have awareness of the social, political and financial environment the council operates within and appropriately respond to this.
15	To work across the ASC service as needed to meet the demands of the service.
16	To lead in MDT meetings and contribute to the Integrated Mental Health Service.
Supervision Received	
From Team Manager at least every 4 weeks	
Supervision Given	
Supervision of registered and non-registered Adult Social Care Professionals	
Contacts & Working Relationships	
Members of the community, Team members, other council services, Voluntary Sector, Care Providers, Commissioning teams, Colleagues in Health, Police staff, Finance colleagues and Senior Management	

Private: Information that contains a small amount of sensitive data which is essential to communicate with an individual but doesn't require to be sent via secure methods.

Management of resources or budget	Supervision of registered and non-registered Adult Social Care Professionals No direct responsibility for budget but contributes to meeting assessed needs of individuals in the most cost-effective manner and supporting less experienced staff to do this.
Special Factors	<ul style="list-style-type: none"> • Ability to be able to travel and work in a variety of locations as required • Required to make home/hospital visits • Enhanced DBS required with a check of the barring list

Organisation Chart



Person Specification	
Qualifications	
Essential	Desirable
Professional degree level Social Work qualification or equivalent	Approved Mental Health Professional
Current registration to professional governing body (Social Work England)	
Full EU driving licence (and access to daily use of a car)	
Willingness to undertake continuous professional development	
Technical Skills	

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Essential	Desirable
Strong IT skills, including proficient user Of Microsoft Office and client record systems	
Assessment skills	
Analytical skills	
Report writing and ability to support and critique reports of less experienced staff	
Knowledge, Skills and Abilities	
Essential	Desirable
Good working knowledge of the statutory framework for the relevant care group and of an appropriate range of professional interventions.	Knowledge of mental disorders.
Demonstrable ability to lead, motivate, supervise and performance manage staff	
Experience	
Essential	Desirable
Minimum of 3 years (including ASYE) post qualification experience in Adult Social Care or Health Care environment.	Previous experience of supporting or developing others.
Demonstrable experience of managing risk in a social care or health setting	
Demonstrable experience in interpreting and analysing varied and complex information to produce solutions	
Demonstrable experience in undertaking assessment of complex needs	
Demonstrable experience in effective communication with colleagues, service users, families and other professionals	
Experience in influencing and negotiating	

Completed by:	Trevor Thompson, Interim Assistant Director Mental Health	April 24
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