

Job Description

Position Details

Position:	Senior Social Work Practitioner (Locality West Team)
Directorate:	Children's Services
Service:	Locality West Team
Position no:	Various
Grade:	Grade 9
Hours of work:	37
Work style:	Agile Worker
DBS required:	Enhanced Disclosure
Contact:	Claire Evans
Date:	31.7.25

Politically Restricted? ☒ **Yes*** ☐ **No**

* The position is politically restricted within the provisions of the Local Government and Housing Act 1989 as prescribed in the Local Government Officers (Political Restrictions) Regulations 1990

About the Position

Reporting to: Claire Evans (Team Manager – Locality West Team)

Responsible for:

This is a rewarding role where no two days are the same You will be working alongside a Team Manager, 5 social workers and 2 support workers in a care planning team. You will be responsible for reviewing care plans through CP, CLA and CASP and also Adoption work. You will be responsible for Court cases within your allocation as well as supporting other staff within their day to day role.

You'll manage a complex caseload while supporting colleagues through mentoring, coaching, and day-to-day supervision. You'll also step in for the Team Manager when needed, giving you valuable leadership experience in a nurturing and collaborative environment. Your input will help shape decision-making, promote reflective practice, and ensure our interventions are strengths-based, proportionate, and outcome-focused.

Principal Accountabilities

1. To act appropriately to tasks allocated by your Team Manager.
2. To assist in ensuring that there is a good understanding of child protection matters in the Team.
3. To undertake decision making in relation to new referrals and to co-ordinate quality, proportionate assessments of need informed by best Departmental practice, guidance and resources.

4. To ensure that appropriate information is available for citizens and carers and to promote the involvement of citizens and carers in both care planning and service development.
5. To work closely with the performance and data collection service to ensure accurate information is recorded and available for quarterly reporting purposes.
6. To provide supervision, mentoring and support to staff in accordance with the departments policy for regular and quality supervision sessions at least once per month
7. To identify training needs of staff and liaise with Workforce Development in identifying the most appropriate support.
8. To work in cooperation with colleagues in this Department and in other agencies in order to provide an efficient service to service citizens and carers.
9. Where appropriate to chair complex meetings.
10. To attend team meetings and undertake any necessary and appropriate team duties and activities.
11. To contribute to the professional development of less experienced colleagues as appropriate
12. To comply with the relevant sections of the Authority's policy statement on Health, Safety and Welfare at Work.
13. To adhere to the principles of the Corporate Equality Policy and ensure commitment to anti-discriminatory practice.

General Accountabilities

1. To comply with the Council's Policy Statement on Health, Safety and Welfare at Work.
2. To positively promote the Council's Strategic Equality Plan and ensure commitment to anti-discriminatory practice.
3. To demonstrate a commitment to ongoing personal development.
4. To adhere to data protection principles whilst undertaking your duties.
5. To be responsible for undertaking your duties in a way that safeguards and promotes the welfare of children, young people and adults at risk. You must bring issues of concern regarding the safety and welfare of children, young people and adults at risk to the attention of the Safeguarding Officer in your service as soon as you become aware of them.
6. Undertake other duties that may be required of you, commensurate of your grade or general level of responsibility within the organisation.

This job description sets out the main responsibilities of the position at the date it was drawn up. Such duties may vary from time to time without changing the general character of the post or the level of responsibility.

Person Specification

Requirements	Essential (E) / Desirable (D)	Assessment methods: Application (A), Interview (I), Presentation (P), Test (T), Probationary Period (PP), other please specify
Qualifications		
Degree/Diploma in Social Work or equivalent	E	A
Successful completion of the Consolidation of Practice Programme within the first three years of practice (if qualified after 1st April 2016)	E	A
Post Qualifying Social Work Award (e.g. Practice Educator/Assessor qualification)	D	A
Registered with Social Care Wales	E	A
Experience		
Substantial post qualifying childcare experience within a statutory children's services team.	E	A
Experience of undertaking assessments developing care / support plans and writing complex reports for a variety of audiences	E	I
Working in partnership with children, their families and other agencies	E	A
Experience of mentoring / supervising others (students / volunteers / staff)	E	I
Ability to prioritise work, making decisions on competing demands and taking responsibility for them.	E	I
Knowledge / Skills		
Knowledge of current legislation, guidance regulations and standards in relation to operational social work in Children's Services	E	A
Comprehensive knowledge of working within a statutory Children's Services.	E	I
Knowledge and understanding of current research and good practice in Child Care	E	I
An understanding of child development	E	I
An understanding of child protection practices and procedures	E	I
Excellent report writing skills for a variety of audiences	E	I
Able to meet deadlines	E	I
Ability to work independently when required, showing drive and initiative	E	I
I.T. literate	E	A
Negotiation skills when working with families and other agencies	E	I
Ability to motivate and encourage staff in order to ensure best practice	E	I
Skills in training and presentation	D	I

Personal Attributes	
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Committed to practicing with a 'Strengths based approach'	D	I
Positive attitude to achieving personal outcomes for children and families within Blaenau Gwent	D	I
An understanding of the difficulties facing children and families within Blaenau Gwent	D	I
Positive and driven individual who wants to succeed in building a positive culture within a team environment	D	I

Special Working Conditions / Requirements	
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[illegible]

Minimum Welsh Language Skill Requirements (Indicated with a tick (✓) below)	Assessment methods: Application (A), Interview (I), Presentation (P), Test (T), Probationary Period (PP), other please specify
Welsh Language Skills Level 0. Level 1-5 is desirable. Training is optional.	A
Welsh Language Skills Level 1 Entry / Courtesy (as a minimum) are desirable and need to be learnt when appointed. Training required: "Welcome Part 1 & 2" (10 hours in total)	
Welsh Language Skills Level 1 Entry / Courtesy (as a minimum) are essential. Training required: "Welcome Part 1 & 2" and "Welcome Back Part 1 & 2" (20 hours in total).	

For further information on the above please refer to the [Welsh Language Skills Guidelines](#)

Welsh language skills requirements beyond the minimum stated above e.g. fluent speaker / proficient writer will be outlined within the person specification under qualifications and skills.

Personal Competencies

All competencies are regarded as essential, although it is recognised that some may be achieved over a period of time. All employees are expected to continually develop their competencies in line with the appropriate framework. In addition to those assessed as part of the recruitment process, competencies will be assessed during the probationary period and through the Council's performance coaching scheme.

Competencies – Managing the Team	Assessment methods: Application (A), Interview (I), Presentation (P), Test (T), Probationary Period (PP), other please specify
Sets an example to the team by own approach and attitude	I, PP
Gets the best out of people by developing the skills, experience, and ambition of self and team	I, PP
Ensures equality & diversity issues are integral to service delivery	A, I, PP
Recognises when it is necessary to take a firm but appropriate line	I, PP
Supports & encourages good work-life balance in the team	I, PP

Competencies – Delivering a Continually Improving Service	Assessment methods: Application (A), Interview (I), Presentation (P), Test (T), Probationary Period (PP), other please specify
Ensures the team understand how they contribute to achieving operational objectives	I, PP
Is focused on continually improving performance of self and team and gives regular, constructive feedback on team/individual performance	I, PP
Challenges poor performance appropriately	I, PP
Is positive about improving the service and identifies potential benefits for the citizen	I, PP
Consults team and others, inside and outside the organisation, for improvement ideas	I, PP

Competencies – Communicating	Assessment methods: Application (A), Interview (I), Presentation (P), Test (T), Probationary Period (PP), other please specify
Uses appropriate and precise methods of communication	I,PP
Communicates positively and respectfully	I,PP
Checks others' understanding	I,PP
Clearly explains and justifies decisions made elsewhere	I,PP
Encourages team members to think about and suggest improvements	I,PP

Competencies – Making Informed Decisions	Assessment methods: Application (A), Interview (I), Presentation (P), Test (T), Probationary Period (PP), other please specify
Considers implications of proposed decisions	I,PP
Ensures decisions link to continually improving performance	I,PP
Uses problem solving as a method of improving the service	I,PP
Seeks clarification or challenges appropriately	I,PP
Explains decisions appropriately	I,PP

Competencies – Working Together	Assessment methods: Application (A), Interview (I), Presentation (P), Test (T), Probationary Period (PP), other please specify
Understands the benefits of working together	I,PP
Promotes and contributes to partnerships to continually improve services for the citizen	I,PP
Networks effectively internally and externally	I,PP

Competencies – Putting the Citizen First	Assessment methods: Application (A), Interview (I), Presentation (P), Test (T), Probationary Period (PP), other please specify
Recognises the importance of the citizen's input to improving the service	I,PP
Ensures team is focused on serving the citizen as the first priority	I,PP
Seeks feedback from the citizen on the quality and appropriateness of service delivery	I,PP
Is positive about the organisation and the community it serves	I,PP

To find out more about working for Blaenau Gwent County Borough Council, visit www.blaenau-gwent.gov.uk