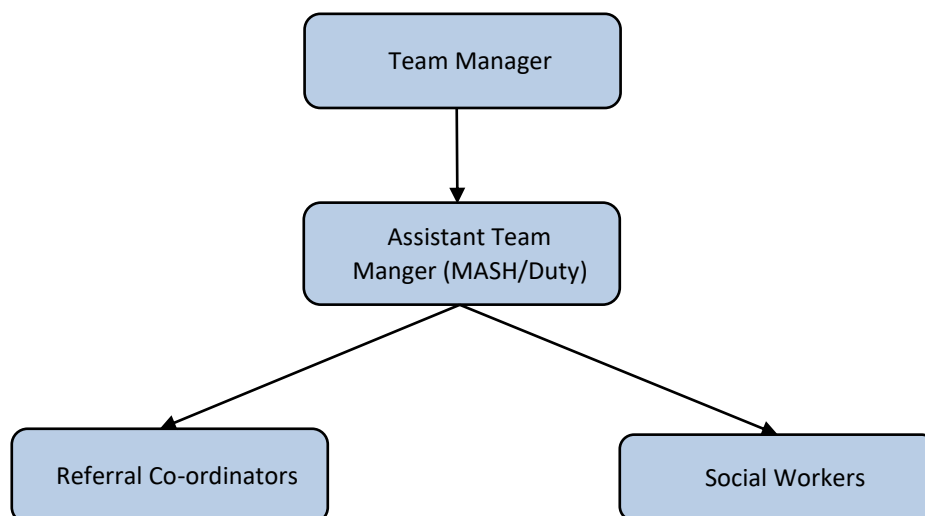
 <b>WOKINGHAM BOROUGH COUNCIL</b>	<b>Job Description</b>		Job Reference
			Various
Job Title	<b>MASH Social Worker</b>		
Service	Children’s Services - Social Care and Early Help	Team	Multi-Agency Safeguarding Hub (MASH)
Location	Various		
Reports to	Team Manager (with day to day management by Assistant Team Manager as appropriate)		
Grade:	Type of position:	Hours per Week:	
Experienced Social Worker: NL32 – NL38	Permanent	37	
<p>This job description has been designed to indicate the general nature and level of work performed by employees within this post. It is not designed to contain or be interpreted as an inventory of all duties, responsibilities and outputs required of employees assigned to the role.</p>			
<b><u>Service Purpose</u></b>			
<p>Social Care and Early Help</p> <ul style="list-style-type: none"><li>• Provision of high quality and effective services to children, young people and families</li><li>• Provision of effective and high quality safeguarding services for children and young people at risk of harm</li><li>• Delivery of high quality support and challenge to schools, recognising the council’s enduring responsibility to<ul style="list-style-type: none"><li>○ promote the best outcomes possible for its children and students</li></ul></li><li>• Assurance that the council is effective, ambitious and successful as a Corporate Parent to the children and young people in its care</li><li>• Development and implementation of effective strategic commissioning for children and adults, working effectively with partners to secure good outcomes</li><li>• Delivery of effective and efficient services offering good value for money</li><li>• Discharge of the statutory function of the Director of Children’s Services, in conjunction with the Lead Member</li></ul>			

### **General description of the job**

To work in a multi-agency setting taking referrals about vulnerable children and their families, gathering relevant information within consent, information sharing and information processing guidelines in order to inform analysis of risk/need to determine next steps in a timely way.

### **Organisation Chart**



### **Main Accountabilities of the post**

1	Receive referrals, gathering relevant and proportionate information to ensure that informed and evidence based decisions are made in a timely way, in accordance with Wokingham's child protection procedures.
2	Working in a co-located team of professionals to carry out thorough assessments; screening, reviewing, unpicking and exploring all contacts received in order to form a timely view of the child's needs and any next steps required to address these needs/any risk of harm
3	Ensure that all information is regularly updated and maintained on electronic systems, ensuring that the database is used appropriately and required actions are undertaken within reasonable timescales so backlogs do not accumulate
4	Ensure that all work carried out is in line with local levels of need, best practice, legislation and in accordance with the requirements of the performance management structure and guidelines.
5	Ensure the family, child and carer are involved where possible in all decision-making and information sharing, working in a person-centred way (including addressing cultural and communication needs) ensuring choices and aspirations are acknowledged and that a professional and respectful response is given to all service users, colleagues and partnership workers at all times.

6	Participate in appropriate activities and learning to develop own professional expertise. Develop and improve services, maintaining up to date knowledge of statutory and regulatory requirements and good practice.
7	At all times, to promote and safeguard the welfare of children who live or access services in, or who are looked after by Wokingham Borough Council.
8	Develop and maintain relationships with external partners and agencies including; health, police, education departments, early year's professionals and housing departments.
9	Take responsibility for maintaining detailed and up to date knowledge of community resources and agencies providing services for vulnerable children and their families.
10	Primarily office based with most interactions taking place over the telephone with parent's/carers and professionals as well as their colleagues in duty/MASH.
<b><u>Additional Corporate Responsibilities</u></b>	
1	<b>High Support, High Challenge:</b> To ensure that you bring forward your good ideas, to challenge areas where the council can improve, and to contribute to the council's ongoing success.
2	<b>Health and Safety:</b> Take reasonable care for the health and safety of yourself and of other persons who may be affected by your acts or omissions at work; and co-operate with the council to enable the council to perform or comply with its duties under statutory health and safety provisions.
3	<b>Equal Opportunities:</b> To take positive action to ensure a thorough understanding of and positive commitment to equality in both service delivery and employment practices.
4	<b>Safeguarding responsibilities</b> At all times to demonstrate and positively reinforce our commitment to safeguarding and promoting the welfare of children and vulnerable adults.
5	<b>Special Factors:</b> Willingness and flexibility to undertake a range of roles across children's social work as required. Flexibility in working hours including some availability to work outside normal office hours. Able to work with degrees of risk, change and conflict, to identify personal stress levels, and to seek advice and support when necessary, within or outside of formal supervision. Ability to undertake lone working in a range of settings including clients' own homes if necessary Ability to travel to a variety of locations.
<b><u>Scope</u></b>	
<b>Resources</b>	Facilities, equipment or systems within overall span of control
<b>DBS Check required</b>	Yes

### **Council Values**

We have a set of values for how we behave together and how we provide our services to our customers. These values help us develop a culture where staff work in a collaborative way and deliver services with high standards of care. Please view these values on our website:

<https://www.wokingham.gov.uk/council-and-meetings/open-data/about-us-our-vision-priorities-and-values/>

<b><u>Person</u></b>			
<b>Qualifications</b>	<b>Essential</b>	<b>Desirable</b>	<b>How criteria will be assessed</b>
Recognised and current professional Social Work qualification e.g. DipSW, Social Work degree, etc. and registration with the Health & Care Professions Council (HCPC)	E		Application
<b>Technical Skills</b>	<b>Essential</b>	<b>Desirable</b>	
Effective IT skills to make optimum use of available communication media to disseminate information and maintain computer based records.	E		Application
Good interpersonal and communication skills, including face-to-face communication and written work.	E		Application/ Interview/ Exercise
Problem solving skills and ability to deal with sensitive issues, manage conflicting views and expectations and cope with unpredictable issues and behaviour.	E		Application/ Interview
Ability to work alone and unsupervised at times, yet also work effectively as part of a team.	E		Application/ Interview/ References
Critical reflection and analysis.	E		Interview/ Exercise
Investigation and assessment skills.	E		Interview/ Exercise
<b>Knowledge</b>	<b>Essential</b>	<b>Desirable</b>	
Good working knowledge of the relevant statutory and regulatory framework and of an appropriate range of professional interventions.	E		Application/ Interview/ References
Critical awareness of current issues and new evidenced-based practice research.		D	Interview/Exercise
<b>Experience</b>	<b>Essential</b>	<b>Desirable</b>	
Previous experience in a social care, health care or education working environment.	E		Application
Client group experience in a relevant setting.		D	Application
Experience of multi-disciplinary working.		D	Application/ Interview/ Exercise