



Job Description

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.

Post Details	
Job Title	Social Worker
Job Reference	
Service	Adult Social Care and Health
Team	Adult Social Care
Location	Shute End/Hybrid Working
Reports to	Senior Social Worker
Responsible for	None
Grade	NRS2
Contract Type	Permanent
Hours	Full Time

Main Accountabilities	
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 a strengths-based approach to the role and maintain a professional and respectful working relationship with individual customers and carers. To work in a person-centred way, ensuring that individual dignity is maintained, cultural background and communication needs are addressed, and choices and aspirations are listened to and acknowledged.
3.	To 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. 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.
	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.
5.	To interpret and analyse varied and complex information or situations and work with relevant others to create solutions.
6.	To work collaboratively with individuals, their carers, families and other stakeholders to gather information for the purpose of assessing and reviewing the individual's needs and in order to identify the best options available to meet the identified needs.
	To develop and maintain an understanding of legislation, policy, procedure and guidance relevant to the role and to apply these to all work undertaken.
8.	To effectively manage time, priorities, workload and conflicting pressures and escalate if appropriate.
9.	To establish professional relationships with relevant stakeholders including voluntary services to enable collaborative multiagency working, exploration of new innovative ways of working, and encourage an open and transparent dialogue.
10.	To consider and maximise the use of assistive technology, including Telecare as an option to maximise independence.
11.	To be accountable for completing and maintaining accurate and up to date records by using electronic case recording systems to ensure that records are maintained in a timely manner and in accordance with Council procedures, statutory legislation and General Data Protection Regulations.
12.	To proactively engage in relevant meetings and 1:1's and contribute to the development of the service.
13	To maintain continuous professional development and uphold professional standards in accordance with the standards set by the professional governing body, and to maintain appropriate professional registration.
14	To contribute to the professional development of less experienced workers, and where appropriate of students, by means of mentoring/coaching and shadowing.
15	To have awareness of the social, political and financial environment the council operates within and appropriately respond to this.
16	Where mutually agreeable, and as part of a personal development plan or professional development, some staff may undertake supervision of less experienced staff.
17	To work across the ASC service as needed to meet the demands of the service.

Person Specification	Essential	Desirable
Education/Qualifications	Professional Social Work qualification. Full EU driving license (and access to daily use of a car). Current registration to professional governing body - Social Work England. Willingness to undertake continuous professional development.	





Experience	<p>Minimum of 1 year experience post qualification and successful completion of ASYE Experience in a Social Care or health care environment.</p> <p>Demonstrable experience of managing risk in a social care or health setting.</p> <p>Demonstrable experience in interpreting and analysing varied and complex information to produce solutions.</p> <p>Demonstrable experience in undertaking assessment of complex needs.</p> <p>Demonstrable experience in effective communication with colleagues, service users, families and other professionals.</p> <p>Experience in influencing and negotiating.</p>	
Skills/Knowledge	<p>Good working knowledge of the statutory framework for the relevant care group and of an appropriate range of professional interventions.</p>	
Technical Skills	<p>Strong IT skills including proficient user of Microsoft Office and client record systems Assessment skills Analytical skills Report writing.</p>	

Purpose Details

Service Purpose	<ul style="list-style-type: none"> To work within the Adult Social Care team 18+, undertaking direct work with customers who have a learning disability, physical disability, long term conditions, young carers and people transitioning into adulthood and older people. The main aim of the service is to enable people to live safely in the community, maximising their strengths and abilities to live as independently as they can, and supporting carers to continue in their caring role as long as they wish to and are able to.
Role Purpose	<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.

Supervision and Relationships

Supervision Received	Senior Social Worker at least every 4 weeks.
Supervision Given	No formal supervisory responsibilities, but contribute to the professional development of less experienced workers by means of mentoring/coaching and shadowing.
Contacts	Members of the community, Team members, other council services, Voluntary Sector, Care Providers, Commissioning teams, colleagues in Health, Police staff, Fire Services, Finance colleagues.

Resources/Budget Management

No direct responsibility for budget, but contributes to meeting assessed needs of individuals in the most cost-effective manner.





Special Requirements

- 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

Occupational Health Risk Assessment	Details
Frequent Display Screen Equipment Use	Yes
Driving for Work	Yes
Lone Working	Yes
Healthcare/Social Contact with Patients	Yes

Nature of the Role	Details
Working with Elderly/Disabled Adults	Yes
Work Environment Details	Shute End

Role Involvement	Details
Working with Vulnerable Adults	Yes

Disclosure and Barring Service (DBS)	Details
DBS Requirement	Enhanced DBS required with a check of the barring list
Eligibility Tool	Find out which DBS check is right for your employee - GOV.UK (Find out which DBS check is right for your employee - GOV.UK)

Re-checks

<Details of required regular checks in line with regulations.>





WOKINGHAM
BOROUGH COUNCIL

Evaluation Declaration

Date of Evaluation:	July 2023
Evaluated by:	

