

Job Description

Position Details

Position:	Senior Social Work Practitioner (Placement Team) – Fixed Term to 31.3.2028.
Directorate:	Children, Young People & Families
Service:	Placement Team
Position no:	BG16651
Grade:	Grade 9
Hours of work:	37
Work style:	Agile Worker
DBS required:	Enhanced Disclosure
Contact:	Danielle Smith
Date:	18.09.2026

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: Danielle Smith (Team Manager – Placement Team)

Responsible for:

- You will be responsible for supervising and supporting staff engaged in the process of supporting carers applying for, or holding, a Special Guardianship Order in relation to a child or children open to the Placement Team. Your responsibility will extend to the supervision of qualified and unqualified staff and the supervision of Special Guardianship reports and the review of support and finance plans.
- You will ensure that staff are able to access appropriate training and are able to complete assessments and reviews to a professional standard.
- You will be responsible for supervising and supporting members of the Family Time Team and working closely with the team to ensure that children and family members are able to attend family time in a safe and supportive environment.
- You will be responsible for ensuring that family time between family members being observed for the purposes of assessment, are accurately recorded to a professional standard. You will ensure that the team is able to inform planning for children through close work with colleagues in other teams within the department.
- As a Senior Practitioner in the Placement Team you will, occasionally, be required to act as a Senior Practitioner for other areas of responsibility within the team, supporting staff who assess, recruit, train and supervise foster carers and kinship foster carers.
- You will be prepared to act as the social work member or Agency Advisor to the fostering panel.
- You will be required to deputise in the absence of the Team Manager.

Principal Accountabilities

1. To comply with the relevant sections of the authority's policy statement on Health, Safety and Welfare at Work.
2. To adhere to the principles of the Corporate Equality Policy and ensure commitment to anti-discriminatory practice.
3. To ensure that your responsibilities to the service comply with: The Special Guardianship (Wales)(Amendments) Regulations 2018, The Special Guardianship Code of Practice 2018, The Local Authorities Fostering Services (Wales) Regulations 2018.
4. To deliver training to the Special Guardianship Order team members, holders and applicants and Family Time Team members, foster carers, social workers and others commensurate with your level of skills and ability.
5. To gather and analyse data on Special Guardianship Orders, Family Time Team activities, fostering and recruitment and analyse this data in order to improve the efficacy of recruitment methods and the management of the service.
6. To supervise qualified and unqualified members of the team in line with the Authorities policies and procedures governing the process of supervision.
7. To cover for the Team Manager during periods of their absence e.g. Annual leave, sickness and meetings.
8. To serve as the social worker member or the agency advisor of the fostering panel where required.
9. To act appropriately to tasks allocated by your Team Manager.
- 10.To identify training needs of staff and liaise with Workforce Development in identifying the most appropriate support.
- 11.To attend team meetings and undertake any necessary and appropriate team duties and activities.
- 12.To contribute to the professional development of less experienced colleagues as appropriate

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/ CPEL Advanced Practitioner Award)	D	A
Registered with Social Care Wales as a social worker.	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
Experience of assessment of need and assessment of risk.	E	I
Experience of monitoring and evaluating service delivery.	E	I
Experience of work in a fostering / placement team	D	A
Experience of recruitment of foster carers / staff / volunteers	D	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	A/I
Knowledge and understanding of current research and good practice in Child Care	E	I
Knowledge and understanding of current research in attachment and early childhood development.	E	A/I
An understanding of child protection practices and procedures	E	I
Excellent report writing skills for a variety of audiences	E	A/I
Ability to meet deadlines and prioritise work	E	I
Ability to work independently when required, showing drive and initiative and maintain a flexible approach to working patterns.	E	I
I.T. literate	E	A
Negotiation skills when working with foster carers, connected persons applicants, 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
Knowledge of current legislation guidance regulations and standards in relation to fostering	E	I
Personal Attributes		
Committed to practicing with a 'Strengths based approach'	D	I
Positive attitude to achieving personal outcomes for children, their carers and families within Blaenau Gwent	D	I

An understanding of the difficulties facing children and carers/ 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		
Full UK driving license and access to a vehicle for work purposes	E	A
The right to live and work in the UK	E	A

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

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