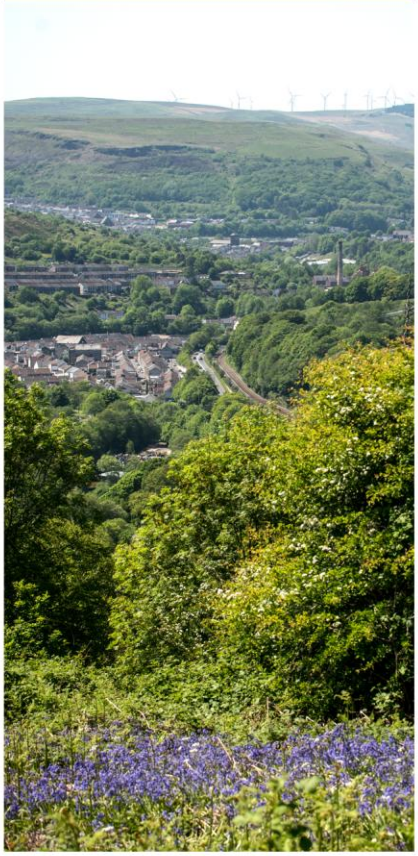
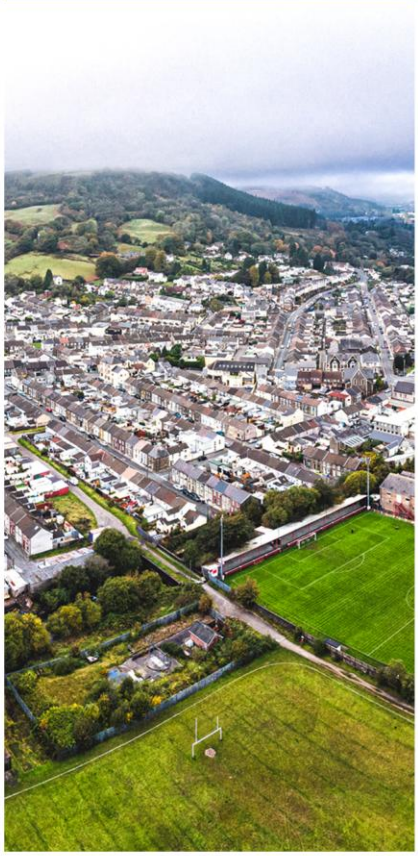
SWYDDI CYNGOR
RHONDDA CYNON TAF
COUNCIL JOBS

RHONDDA CYNON TAF







Pecyn Gwybodaeth i Ymgeiswyr

Candidate Information Pack

JOB DESCRIPTION

PRINCIPAL SOCIAL WORKER

To safeguard and promote the wellbeing of vulnerable children/young people and adults by delivering and driving improvement in the provision of high-quality practice

Post Reference Number: Various

Date of Job Description: May 2021, updated May 2026

Mae'r ddogfen hon ar gael yn Gymraeg / This document is also available in Welsh

Grade	GRADE 13
Location	VARIOUS/AGILE
Group	SOCIAL SERVICES
Division	ALL ADULTS AND CHILDRENS TEAM
Department/Section	ALL ADULTS AND CHILDRENS TEAM
Team/Sub Section	VARIOUS
Responsible to	TEAM PRACTICE & PERFORMANCE MANAGER
Posts reporting to this post	NONE
DBS Required	ENHANCED (EITHER ADULT, CHILD. ADULT & CHILD) WITH BARRED LIST CHECK – 3 YEARLY RENEAL

Why work for Rhondda Cynon Taf Council?

Rhondda Cynon Taf Council is one of the largest Local Authorities in Wales and our vision is "for Rhondda Cynon Taf to be the best place in Wales to live, work and play, where people and businesses are independent, healthy and prosperous".

If you work for us, everything you do will be about making a positive difference to our community and the public sector.

Our excellent induction, training and development programmes will help you grow in your role. You will be challenged and supported, with the opportunity to learn new and transferable skills whilst playing your part in helping others.

Our generous annual leave allowance will provide you with 26 days holidays (pro rata, increasing to 31 upon 5 years of completed service), in addition to 8 public holidays. We have an excellent pension scheme with employer contributions and our financial support benefits will help to give you a sense of security and wellbeing for the future. We care about the wellbeing of our staff and our family friendly and inclusive policies allow for flexibility when needed. We offer support and advice including counselling, health surveillance, nurse and physiotherapy services. There are also a number of staff networks for employees including the Allies Network, a Disability and Carers Network, Perthyn our LGBTQ+ Network and Spotlight, open to Black, Asian and minority ethnic staff.

In addition, you will have access to a wide range of staff benefits including discounted 'Leisure for Life' membership, 'Vivup Card' for discounts on hundreds of products and services, Cycle to Work scheme and a technology purchase scheme.

Please see our career pages to find out more about working for us.

Purpose of the post:

To work in collaboration to deliver sustained improvements in performance, quality and consistency of practice across the team. Thereby achieving the best outcomes possible for children, young people and adults;

To develop innovative ways of working to ensure positive outcomes for adults/children;

To represent and promote the service in relevant multi agency meetings;

To ensure the transfer of knowledge and sharing of best practice across the Team and Services;

To ensure effective partnership working and engagement to achieve and deliver these objectives;

To formulate, design and deliver expert evidence-based interventions;

To engage in the strategic development of the Team and Service;

To provide professional leadership, guidance and mentorship to members of the Team;

To be appraised of developments in practice and in order to assist in the training of undergraduate and post qualification social workers

What you will deliver:

- To deliver interventions where high-level assessment, problem solving and decision-making skills will be required;
- Deputise for the Team Practice & Performance Manager as required;
- Carry a complex caseload and in doing so undertake the generic responsibilities required of all Social Workers;
- To perform a quality assurance role in line with the Departments QA framework, to include individual and thematic audits;
- To ensure that service provision is non-discriminatory in respect of race, sex, age, marital status, sexuality, disability, religion or nationality.

DIRECT WORK

- To build a professional relationship with service users and their families and to use that relationship to safeguard adults/children, promote positive outcomes;
- To communicate effectively with service users and their families, ensuring that their views and wishes are heard and recorded accurately, and plans reflects their views;
- To establish rapport and build a respectful, honest and trusted relationship with service users and their families, in order to identify and reduce risk in line with safeguarding procedures;
- To ensure that service users and their families are provided with user-friendly written reports about their circumstances and plans for intervention;
- To understand and respect the rights of service users;
- To support the completion of good quality assessments and the analysis of risk through the use of best practice guidance.

LEADERSHIP AND ACCOUNTABILITY

- Act as a champion of best practice by playing a leadership role in social work practice within the local authority;

What you will deliver:

- To provide professional supervision and appraisal to members of the team to achieve service aims and objectives in line with Council policy;
- To support team members in meeting continuous professional development and improvement requirements in line with Social Care Wales registration;
- To assist the Team Manager in responding to concerns identified within supervision which may include performance, capability or wellbeing;
- Respond to practice- based complaints; Freedom of Information requests and Data Subject Access requests;
- Act as a guardian of professional codes of practice within the organisation;
- To support and implement changes in methods and approaches to work as may be required;
- To assume responsibility or cover for other team members as required.

PRACTICE, EDUCATION & SERVICE DEVELOPMENT

- To take personal responsibility for keeping up to date with legislation, research findings and practice knowledge, including attendance at appropriate training;
- Contribute to training and practice development across Childrens or Adult Services;
- Contribute to qualifying and post qualifying social work education curricula development and in the promotion of the Social Work Career Pathway;
- Provide training within the team and related mainstream services;
- Acting as a Practice Teacher/Assessor, PQ Award Mentor or other formal role to support the provision of learning opportunities;
- To comply with Cwm Taf Morgannwg Safeguarding Boards' Safeguarding procedures and practices;
- To assist with consultation with service users, children, young people, and/or adults and their carers and signifcant others in the formulation of plans and policies;
- To ensure the maintenance of such records and management information systems as appropriate.

What you will deliver:

To undertake such other duties and responsibilities commensurate with the grade, as may be reasonably required by the Service Director, or as a mutually agreed development opportunity.

To comply with the Council's Health and Safety Policies and procedures and undertake any relevant health and safety duties in accordance with local arrangements.

To support the Council to play its part in tackling Climate Change and meeting its Carbon Reduction targets across the services it delivers and also in the goods and services it buys or commissions from other organisations.

All staff have a valuable and vital role in keeping people safe. Any person with concerns regarding the safety of a child or adult at risk, OR the behaviour of a colleague towards a child or adult at risk, has a responsibility to report this immediately. This should be done via the person's Line Manager, Designated Safeguarding Lead or contact the Cwm Taf Multi Agency Safeguarding Hub.

THE CONTENTS OF THE DOCUMENT WILL BE SUBJECT TO REVIEW FROM TIME TO TIME IN CONSULTATION WITH THE POST HOLDER. JOB DESCRIPTIONS MAY BE AMENDED TO REFLECT AND RECORD SUCH CHANGES.

PERSON SPECIFICATION

This Person Specification sets out the knowledge and/or qualifications, past experience and personal competencies that would be ideal for this particular post.

The **Knowledge/Qualifications** and Experience sections describe what is required in terms of the technical ability that is needed to do this job successfully.

The **Competencies** section describes the kinds of non-technical skills, abilities and personal characteristics that the ideal person for this particular role would have. The competencies describe how that person would ideally work with other people and how they would approach their responsibilities.

The **Special Conditions and Professional Requirements** section describes any other qualities appropriate to the particular circumstances associated with this role.

Knowledge / Education:

Essential	Desirable
Professional Social Work qualification i.e. MA/Degree in Social Work or recognised predecessor equivalent e.g. CQSW, DipSW, CSS; Complete the relevant post qualifying awards within a defined period, i.e CPEL Knowledge of assessment for care and support needs <u>Childrens Services Posts:</u> A sound understanding of the law relating to Adults/Children and Families; Knowledge of child and adolescent development; Knowledge of safeguarding procedures for children and adults at risk Knowledge of looked after children statutory guidance and processes <u>Adult Services Posts:</u> Knowledge of the Social Services & Well-being Act (Wales) 2014; Knowledge and understanding of the Mental Capacity Act and the Mental Health Act. Knowledge of the Mental Health (Wales) Measure 2010	Understanding of how the division operates and knowledge of policies/procedures; Management qualification, e.g. D.M.S., C.M.S; Hold a professional development qualification e.g. Practice Teachers Award, PQ6, NVQ Assessor Award. Welsh Language Level 2 to Level 5. For details on the levels please refer to The Welsh Language Skills Guidelines, which can be found in the Welsh Services section of the RCT Council Website.

Knowledge and understanding of the united nations principles for older and disabled people. Welsh Language Level 1 - All employees will be required to undertake a basic Welsh Language Induction to reach this level. Please refer to The Welsh Language Skills Guidance online www.rctcbc.gov.uk/WelshSkills	

Experience:

Essential	Desirable
At least 3 years post qualifying experience, having achieved CPEL and progressed to Experienced Social Worker or equivalent. Experience of working with partner agencies, in multi-disciplinary settings. Experience of practice supervision e,g mentorship of students Experience of delivering learning opportunities. Evidence of innovative practice. Experience in preparing and presenting cases to the Court of Protection.	Experience of quality assurance processes Experience of contributing to professional Social Work training Experience of chairing meetings

Welsh language skills:

Essential		Desirable	
Welsh Language Level 1	☒	Welsh Language Level 2	☐
All employees will be required to undertake a basic Welsh Language induction to reach this level		Welsh Language Level 3	☒
Welsh Language Level 2	☐	Welsh Language Level 3-5	☐
Welsh Language Level 3	☐	Welsh Language Level 4	☐
Welsh Language Level 3-5	☐	Welsh Language Level 5	☐
Welsh Language Level 4	☐		

Welsh Language Level 5 ☐	

For details about the levels please refer to 'The Welsh Language Skills Guidance' online: www.rctcbc.gov.uk/WelshSkills

What skills you will use in the workplace:

Competency	Community & Social Care Competency Framework
Competency Areas	**Competency behaviours and values**
Working With Team Members	Recognises that all members of the team have a different skills and experience that can be drawn on. Contributes to a strong team spirit of shared responsibility and co-operation.
Working with Partners	Ensures that everyone has a clear idea of what their roles are and what they are trying to achieve. Actively identifies partners and community networks that can be used for the benefit of the service user.
Communicating Effectively	Keeps a flow of information going to allow quick resolution of issues or queries. Asks open and reflective questions
Working with Change	Is willing to try new ways of working and is flexible to them. Has creative and different ideas about how to move things forward in service areas.
Encouraging Professional Development	Is open to alternative methods of development, eg training, coaching, reading, mentoring, experiential learning. Participates in regular reviews and supervisions to identify goals and areas for development.
Achieving Results	Is positive and creative about what can be achieved with existing resources/budgets. Demonstrates professional competence and consistently delivers high -quality outcomes.
Looking after Service Users' best Interest	Is able to look broadly at the options possible and works alongside the service users to seek out possibilities.

	Is able to analyse, summarise and record the situation for/with the service user effectively taking into account potential barriers.

Special Conditions and Professional Requirements

Requirement to travel independently throughout the Service Area.

Enhanced Disclosure and Barring checks on appointment and at periodic intervals.

To be personally responsible for the continued registration as a 'Social Worker' with Social Care Wales.