CYNGOR SIR *POWYS* COUNTY COUNCIL

JOB DESCRIPTION

Position Title:	**Deprivation of Liberty Safeguards Best Interest Assessor**
Position Number:	**HCS0088**
JE Code:	**HAYASC080**
Service:	**Adult Services**
Location/Work Base:	**TBC**

this is a flexible worker position and therefore the Council offers opportunity to work in an agile way to include home working

Grade:	**Grade 11** **Point 30 to Point 32** **£42,123 to £44,253 per annum** **£21.83 to £22.93 per hour**
Contracted hours:	**37 hours, Fixed term until 31/03/2027**
Reporting to:	**Adult Safeguarding Lead Manager**
Responsible for:	**N/A**

Summary

About the role:

As a Best Interest Assessor, you will undertake high-quality Mental Capacity and Best Interest Assessments across Powys and, where required, out of county. You will ensure Deprivation of Liberty Safeguards (DoLS) applications meet statutory requirements, provide expert advice to professionals and partner agencies, produce accurate assessment reports, and promote person-centred practice that protects the rights and interests of individuals who lack mental capacity

About you:

Passion for protecting the human rights, dignity and wellbeing of people who may lack mental capacity.
Strong knowledge of the Mental Capacity Act 2005, DoLS, safeguarding and relevant case law.
Qualified Best Interest Assessor with an appropriate Social Work qualification and professional registration.

Excellent written, verbal and interpersonal communication skills, including communicating with people with different communication needs.
Strong organisation, prioritisation and independent decision-making skills, particularly within a high-pressure environment.
Commitment to person-centred practice, professional integrity and continuous development, working collaboratively with partners and professionals.

What you will do:

Undertake Mental Capacity and Best Interest Assessments in accordance with the Mental Capacity Act 2005 and DoLS requirements.
Complete high-quality, legally compliant assessments and reports within required timescales.
Ensure the rights, wishes, feelings and best interests of individuals are central to decision-making.
Work collaboratively with individuals, families, advocates, care providers and other professionals.
Provide specialist advice and guidance on Mental Capacity and Deprivation of Liberty matters.
Manage an allocated workload effectively, maintaining accurate records and high professional standards.

If you would like more information about this role indeed an informal discussion, please contact Sue Jane DOLS lead / Authorised Signatory - sue.jane@powys.gov.uk

Your responsibilities will be:

1. To carry out Best Interest Assessments across a range of service user groups based on the statutory requirements of the Mental Capacity Act in relation to Deprivation of Liberty Safeguards (DoLS) applications in Powys.

2. To undertake Best Interest Assessments throughout Powys as well as over border and out of county assessments as demand dictates.

3. To support and provide professional advice to:
    - The supervisory bodies
    - Managing authorities
    - Other Best Interest Assessors employed or contracted by Powys

4. Work with the DoLS Coordinator to ensure applications are handled in an efficient manner and assessments are of a high quality

5. To support the DoLS Coordinator where requested and appropriate.

6. To manage own workload effectively, prioritising cases as required.

7. To produce and assist the production of high quality assessment reports and ensure that comprehensive and accurate case records are kept.

8. To work in partnership with the PCC legal services department supporting applications and preparation of reports to the Court of Protection.

9. To provide expert advice and information as required as well as expert knowledge of relevant legislation, including recent case law and local policies for both DoLS and MCA.

10. To model and promote effective working with managing authorities, partner agencies, IMCA services, relevant representatives, carers and people subject of BIA assessments/DoLS.

11. To assist in raising awareness and providing training on DoLS and Mental Capacity Act issues across a range of services and locations.

12. To actively promote the human rights of people without Mental Capacity to manage their own care and support.

DBS:

If the role has access to government databases a BPSS check may be required - Because of the nature of the work involved, the post you are applying for is covered by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013) - This position may have a requirement for a Baseline Personnel Security check (BPSS).

This position has a requirement for an Enhanced DBS Check, this position is classed as regulated activity under the Safeguarding of Vulnerable Groups Act 2006 as amended by the Protection of Freedoms Act 2012 and will be subject to a check to the list of those people barred from working with vulnerable adults.

Health and Safety Statement:

To co-operate with their employer and follow health and safety advice and instructions

Equalities Statement:

To abide by the principles and practice of equality of opportunity as laid down in the Council's Equalities Policy

Welsh Language Requirement:

Welsh language skills are desirable

NOTE;

Notwithstanding the detail in this job description, the job holder will undertake such work as may be determined by the Manager from time to time, up to or at a level consistent with the ‘Principal Responsibilities of the Job’.

PERSONAL SPECIFICATION

Do you think you're the right person for the role? Then, demonstrate you meet the following criteria in your application.

Experience

Essential

- At least two years' experience post-qualifying in social work
- Substantial range of practice as a Best Interest Assessor.

Desirable

- Co-ordination of work load across a team

Knowledge

Essential

- Knowledge of current legislation including the Mental Health Act 1983 and Mental Capacity Act 2005
- Full understanding of the safeguarding adults at risk and DoLS
- Knowledge of current research and legal judgements and the ability to demonstrate this in best practice.

Desirable

- Experience of partnership working with a range of statutory and independent sector providers

Qualifications and Training

Essential

- Appropriate social work qualification (Degree in Social Work, DipSW or equivalent)
- Registration as Social Worker with CCW/HCPC
- Qualified Best Interest Assessor through recognised accredited BIA training
- Proof of continual professional development in relation to the skills and knowledge required for the post.

Desirable

- AMHP qualification

Personal Qualities

Essential

- Committed to person centred services which protect the Human Rights of people who are mentally incapacitated
- Exceptionally high standards of professional integrity
- Commitment to high professional standards and the development of practice and services which promote equality
- Confident and proactive in identifying and promoting best practice

Skills

Essential

- Proven Organisational Skills
- Excellent communication skills – written and oral
- Ability to communicate with adults with a variety of communication difficulties

- Ability to work on own initiative and as part of a team
- Ability to work on own initiative, planning and prioritising work within a high pressured setting
- Ability to undertake research and imitate change / development

Other Requirements

Essential

- Full driving license with the ability to travel around the county and occasionally beyond Powys
- Ability to work flexible hours
- A clear understanding of the importance of confidentiality and data protection

Desirable

- Ability to speak Welsh

Welsh language skills are desirable

Recruiting manager: Louise Barry (Head of Operations for Adult Services)
Date: May 2016

Our values:

Professional
Whatever role we play in the council, we act with professionalism and integrity

Positive
We take a positive attitude in all we do

Progressive
We take a proactive and responsible approach to planning for the future

Open
We keep each other informed, share knowledge and act with honesty and integrity

Collaborative
We work constructively and willingly on joint initiatives

How to apply

You will need to complete the online application, it's simple, just follow the process step by step.

Top tips:

- Read the Job Description and Person Specification carefully and evidence that you meet all of the essential criteria in your supporting statement.
- Sell yourself and where possible give examples
- List your qualifications that are relevant for the position, as detailed in the person specification.

- Ensure one of your referees is from your most recent employer or if this is your first job why not ask a school teacher or tutor, just ensure you know them at a professional level.
- Be honest Tell us about any gaps in your employment history
- Complete the application in full

Next steps

The closing date for applications is 04/12/2026
Once submitted we will email you to let you know we've received your application.
We will be shortlisting the applications on 07/12/2026. We will email you either way if you have been successful. So, keep an eye out in your inbox!

The interviews will take place on 14/12/2026

We wish you luck with your application.