

**LANCASHIRE COUNTY COUNCIL**

<b>Job Description for the post of:</b> Social Worker					
<b>Directorate:</b> Quality, Contracts and Safeguarding Adults Service			<b>Location:</b>		Lancashire House, Accrington
<b>Establishment of team:</b>		Multi Agency Safeguarding Hub (MASH)		<b>Post Number:</b> E-064-0023/Social Worker (MASH)	
<b>Grade:</b>	Grade 8	<b>Line Manager:</b>	Team manager	<b>Car User:</b>	Y
<b>Staff Responsibility:</b> 0		<b>Number of staff directly supervised:</b> 0		<b>Which business plan covers this post?</b> Safeguarding Adults	
<p><b>Our key objectives:</b>  The following key objectives will shape the activities of the council going forward. These are grouped into four themes.</p> <p>Our citizens</p> <ul style="list-style-type: none"> <li>• Growing up prepared for the future</li> <li>• Improving health and wellbeing</li> <li>• Supporting people in need.</li> </ul> <p>Our communities</p> <ul style="list-style-type: none"> <li>• Making Lancashire communities safer</li> <li>• Making Lancashire communities stronger</li> </ul> <p>Our county</p> <ul style="list-style-type: none"> <li>• Promoting sustainable economic growth</li> <li>• Improving roads and transport</li> <li>• Protecting and improving our environment</li> </ul> <p>Our organisation</p> <p>Responding to significant financial, policy and service challenges means adapting our organisation to ensure it is fit for purpose whilst striving to ensure our customers receive the highest standards of service. This objective will shape the organisation in the future.</p> <p><b>The purpose of this job is to:</b></p> <ul style="list-style-type: none"> <li>• Assist with the screening of safeguarding concerns, risk assessment, and safeguarding planning, undertaking initial section 42 enquiries across all adult care groups for adults with care and support (whether or not the authority is meeting any of those needs) if there is concern that they may be experiencing, or at risk of, abuse or neglect.</li> <li>• To respond to all safeguarding concerns to prevent harm and reduce the risk of abuse or neglect to adults with care and support needs.</li> <li>• To safeguard adults in a way that supports them in making choices and having control about how they want to live, making safeguarding personal</li> <li>• Promote an approach that concentrates on improving the health and wellbeing for the adults concerned</li> </ul>					

- Ensure a collaborative and person centred approach within this activity in line with the key principles of the Care Act and DOH Making Safeguarding Personal Agenda.
- Raise public awareness so that communities as a whole, alongside professionals play their part in preventing identifying and responding to abuse and neglect.
- Address what has caused the abuse or neglect
- Provide a professional social work service, including legal and statutory social care responsibilities.

### **Core tasks**

1. To deliver a professional Social Work Service as outlined in national legislation and guidance and in line with county policies and procedures
2. To undertake initial Section 42 safeguarding adult enquiries and to ensure an outcome focussed approach.
3. To develop adult safeguarding plans.
4. To assess the need for adult protection and support in accordance with the wishes of the individual and Making Safeguarding Personal Agenda.
5. Ensure Safeguarding interventions are underpinned by the 6 key principles of The Care Act.
6. To communicate effectively with individuals, carers, other agencies and professionals to support the delivery of a co-ordinated response to individual and carer needs.
7. To effectively manage your own caseload.
8. To keep effective records in relation to the work undertaken using Social Care electronic records.
9. To contribute to effective team working and to service development and to work with management to identify improvements that could be introduced to enhance the efficiency and effectiveness of the Directorate.
10. To undertake continuous professional development including attendance at formal training.
11. To ensure that safeguarding practice is underpinned by a sound understanding of The Care Act, MCA and DoLS legislation, Human Rights Act and any other relevant statutory guidance or legislation.

The post holder is expected to carry out their duties and responsibilities in accordance with the County Council's Policies and Procedures and the Directorate's Statement of Principles and Standards of Conduct.

<b>Prepared by:</b> Popinder Bhogal	<b>Date:</b> 10-12-2019
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### Equal opportunities

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

### Health and Safety

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must co-operate with us to apply our general statement of health and safety policy.

### Safeguarding Commitment

We are committed to protecting and promoting the welfare of children, young people and vulnerable adults

### Customer Focus

We put our customers' needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times.

### Skills Pledge

We are committed to developing the skills of our workforce. All employees will be supported to work towards a level 2 qualification in literacy and/or numeracy if they do not have one already.

### Lancashire County Council

Person specification form		
<b>Job Title:</b> Social Worker	<b>Grade:</b> Grade 8	
<b>Directorate:</b> Quality, Contracts and Safeguarding Adults Service	<b>Post number:</b> E-064-0023/Social Worker (MASH)	
<b>Establishment or team:</b> Multi Agency Safeguarding Hub (MASH) Adults		
<b>Requirements</b> (based on the job description)	<b>Essential (E) or desirable (D)</b>	<b>To be identified by:</b> application form (AF); Interview (I), test

		(T) or other (give details)
<b>Qualifications</b>		
SW Degree, CSS, Dip SW or equivalent,	E	AF/I
Current SW England registration	E	AF/I
<b>Experience</b>		
<b>2 Years Post Qualifying Experience</b>	E	AF/I
Accepting referrals and undertaking section 42 safeguarding enquiries	D	AF/I
Gathering information	E	AF/I
Completing safeguarding enquiry reports	D	AF/I
Developing Adult Safeguarding Plans	D	AF/I
Assessing the needs of individuals and their families	E	AF/I
Work in a Social Services Directorate	D	AF/I
Work with a range of client groups	D	AF/I
Managing a caseload	E	AF/I
Determining priorities	E	AF/I
Working as a member of a team and in collaboration with other agencies.	E	AF/I
<b>Knowledge skills and abilities</b>		
Knowledge of relevant legislation relating to Safeguarding Adults and wider social work practice	E	AF/I
Experience in assessing and analysing need and risk and planning care with individuals	E	AF/I
Experience in negotiating and working effectively with other agencies and professionals	E	AF/I
Practical application of relevant legislation and ability to work within legal framework and accountability.	E	AF/I
IT literacy, experience in using computer systems for record keeping	E	AF/I

Organisational skills, able to prioritise and manage a case load and work independently under pressure	E	AF/I
A demonstrable understanding and acceptance of the principles underlying equal opportunities and diversification and a commitment to achieving these.	E	AF/I
Effective written and oral communication skills.	E	AF/I
A commitment to improving practice standards and personal competencies through continuous professional development and use of supervision and appraisal to improve personal performance.	E	AF/I
<p><b>Other</b> (including special requirements)</p> <ol style="list-style-type: none"> <li>1. Commitment to equality and diversity within work practice</li> <li>2. Commitment to health and safety</li> <li>3. This is an essential car user post and the post holder is expected to be able to drive and have a car at their disposal. However, in certain circumstances consideration may be given to applicants who as a consequence of disability are unable to drive.</li> </ol>	<p>E</p> <p>E</p> <p>E</p>	<p>AF</p> <p>AF</p> <p>AF</p>
The County Council operates a general no smoking policy		