

Lancashire County Council

Post title: Senior Social Worker in Mental Health					
Directorate: Adult Mental Health Social Care			Location: Pendle CMHT	County wide	
Establishment or team:	Social Care Community Mental Health			Post number:	F-310-0023
Grade: 9	Staff responsibility: No	Number of staff directly supervised	Up to 6	Essential Car user:	Yes
<p>Scope of Work - appropriate for this post:</p> <p>G9s will work to help support Adult Mental Health Services by undertaking the following: Supporting the Management and leadership within Community Mental Health Teams. To promote and provide a strength-based, outcome-focussed assessment service to all adults within Lancashire, who are eligible for services. Work collaboratively with other professionals and agencies to ensure that statutory social care responsibilities are met; identifying safeguarding issues, addressing complex needs, promoting independence and choice, supporting individuals to achieve their ideal outcomes.</p>					
<p>Accountabilities/Responsibilities – appropriate for this post:</p> <ol style="list-style-type: none"> 1. Hold a reduced case load, which is likely to include a higher proportion of complex and contentious cases, which will be negotiated and reviewed via supervision 2. Supervise staff and undertake duties as delegated by the Team Manager: <ol style="list-style-type: none"> (i) Act as a Practice Assessor to student Social Workers working towards stage 2 (have or commitment to work towards Practice Educator qualification) (ii) Support the Team Manager with management of newly qualified staff through their first year of employment, and the probationary period for all new staff. (iii) Supervise team members Grade 6-8 as required by service area 3. Support the Team Manager in the successful running of the team: support with complaints process, promote continuous improvement via case management and case progression meetings as well as updating Oracle as required. 4. Allocate work and approve financial agreements up to reasonable offer (depending upon service requirement). 5. Chair and co-ordinate a range of meetings specific to service area, offering support or undertaking work around Legal processes (e.g. Court Work, Legal challenges etc.), offer support to case conferences and produce high quality assessments and reports for a range of functions 6. Act in a consultative role in relation to complex cases, providing professional advice, support and learning opportunities. 7. Contribute to the development of policy, procedural and service development. 8. Take on lead roles, and provide learning and support as appropriate. 9. Represent the Authority internally and externally at the request of the team manager; negotiating/liasing with Health and other statutory colleagues as required. 10. Operate with a higher level of independence and decision making. 11. Work with all levels of management as required, to improve practice and implement change. 12. To undertake additional duties as deemed appropriate by the team manager. 					
<p>Any additional supporting information – specific to this post:</p>					

Prepared by:	Mairead Gill-Mullarkey	Date	7/05/2019

The above form sets out the area of work in which duties will generally be focused, and gives an example of the type of duties that the postholder could be asked to carry out. **PLEASE NOTE** that this is for guidance only. Postholders are expected to be flexible and to operate in different areas of work/carry out different duties as required.

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		
Post title: Senior Social Worker/Senior Occupational Therapist	Grade: 9	
Directorate: Adult Social Care	Post number: F-313-0019	
Establishment or team:		
Requirements	Essential (E) or Desirable (D)	To be identified by: application form (AF), interview (I), test (T), or other (give details)
Qualifications		
DipSW, Social Work Degree or equivalent	E	AF
Current HCPC registration	E	AF
Experience		
At least 3 years' experience as a Social Worker	E	AF/I
Undertaking complex work with a range of client groups	E	AF/I
Managing a caseload and competing priorities	E	AF/I
Work in a Social Services Directorate or other Statutory or Voluntary Agency	E	AF/I
Supporting a student or less experienced staff	E	AF/I
		AF/I
Knowledge and skills		
Detailed knowledge of the relevant social care legislation, application and individual accountability.	E	AF/I
Experience in assessing and analysing need and risk	E	AF/I
Experience in planning and commissioning care with individuals.	E	AF/I
Experience in working effectively with other agencies and professionals.	E	AF/I
IT literate, experience in using manual and computer systems for record keeping.	E	AF/I
Numerate and able to contribute to management of budgets and resources.	E	AF/I

Effective organisational skills, able to prioritise and manage a generic 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
Excellent written and oral communication skills appropriate to the situation.	E	AF/I
Ability to improve practice standards and personal competencies through continuous professional development, and use of supervision and appraisal to improve personal performance.	E	AF/I
Experience of training and/or mentoring less experienced staff	E	AF/I
Ability to influence others based on technical or professional expertise.	E	AF/I
Ability to motivate and support the long term development of staff.	E	AF/I
Ability to operate with a higher level of independence and decision making	E	AF/I

LANCASHIRE COUNTY COUNCIL

PRE-EMPLOYMENT RISK IDENTIFICATION FORM (R.I.F.)

(NB Completion of this form does not fulfill the requirement to undertake a general risk assessment under the management Health and Safety at Work Regulations 1999)

A Pre-employment Risk Identification Form must be completed by the Head of Service/ Headteacher/Line Manager. If any assistance is required in completing this form, please contact the Health and Safety Team.

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Team/Establishment	Social Care Community Mental Health
Post title	Senior Social Worker in Mental Health
Description of main activities the employee will be required to undertake (or attach role profile)	
Form completed by: (print name) Mairead Gill-Mullarkey	

A. The post to which this form refers will or may involve one or more of the following activities. (Please indicate YES or NO)

Managers should note that if any of the following 10 activities are involved, there is an automatic requirement for a pre-employment assessment by Occupational Health and, possibly, for subsequent Health Surveillance.

		YES	NO
1	Work at heights (e.g. over 2m from tall step/extension ladders; scaffold towers, roofwork etc).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Work in excessively noisy environments above statutory control limits (Highly unlikely to include examples associated with any office environments. Examples might include use of woodworking machinery, road drilling, masonry cutting etc).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Work in unusual environmental conditions (e.g. where access or egress or free flow of air may be restricted or where there may be a build up of gases, vapours or fumes or the use of breathing apparatus is required).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	Use of hand operated tools and equipment known to be associated with hand arm vibration syndrome (e.g. percussive metalworking tool; rotary handheld tool [not floor polishers]; grinders; percussive hammers and drills etc).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	Driving a heavy goods vehicle, coach, bus or minibus belonging to Lancashire County Council, transporting others in their own vehicle, or regularly transporting more than three other people as part of normal duties.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	Some contact with hazardous substances (e.g. chemicals with an orange warning label indicating: very toxic; toxic; harmful; corrosive; sensitising by inhalation/skin contact; carcinogenic; mutagenic; toxic for reproduction; professional bio/pesticides; organophosphates; gluteraldehyde; latex gloves).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	Prolonged or frequent exposure to machine generated wood dust, or other heavy or excessive concentrations of mineral dust.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Work with lead or lead-based products (e.g. some paints).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9	Food handling/preparation (of raw or uncooked food only).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10	Occupational fieldwork or work in extreme conditions (e.g. involving excessive heat or cold or frequent walking for long distances over rough terrain in all weather conditions, forestry/countryside work).	<input type="checkbox"/>	<input checked="" type="checkbox"/>

B. The post to which this form refers will or may involve one or more of the following activities. (Please indicate YES or NO)

This section is for the information of applicants and does not facilitate a referral to Occupational Health.

		YES	NO
11	Face to face contact with the public/service users (e.g. at sensitive front line posts re abuse, aggression, assault).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12	Working in isolation/lone working.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13	Work with electrical wiring (e.g. colour blindness).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14	Work where there may be an increased risk of needlestick injuries or blood borne infections HIV; Hepatitis B; Hepatitis C: (e.g. site supervisors; site work, grounds or buildings maintenance, gardeners; some carers).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Work that may bring the employee into contact with rats, rat contaminated ground or other animals or livestock (e.g. risk of weils disease, other animal borne diseases, zoonoses).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16	Manual handling (other than routine office/administrative lifting and carrying e.g. assisting / moving service users with mobility problems, portering type activities).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
17	Working with vulnerable service users (e.g. children with disabilities; the elderly; children/adults with learning difficulties; alcohol/drug abusers).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
18	Work involving repetitive movements or forced posture (e.g. twisting, screwing, movements of the hands wrists, arms and/or shoulders awkward body and limb posture or excessive force, bending, kneeling).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
19	Work as a regular display screen user (where more than 1/3 of a person's time is spent using DSE continuously over any 1 month period).	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Any other occupational hazards/comments that you consider to be relevant to the post which are not included above:

Head of Service/Headteacher/Line Manager (please print)			
Telephone Number:		Date:	