

LANCASHIRE COUNTY COUNCIL

Job Description for the post of: Social Worker			
Service: Quality Contracts and Safeguarding Adults		Location:	County Hall, Preston
Establishment of team:	Care Settings Intervention Team	Line Manager: Direct Reports:	Team Manager 0
Grade:	8 (SCP 25-30)	Car User:	Yes

The post is situated in the Care Settings Intervention Team, established to support care settings.

Our key objectives:

The following key objectives will shape the activities of the council going forward. These are grouped into four themes.

Our citizens

- Growing up prepared for the future
- Improving health and wellbeing
- Supporting people in need.

Our communities

- Making Lancashire communities safer
- Making Lancashire communities stronger

Our county

- Promoting sustainable economic growth
- Improving roads and transport
- Protecting and improving our environment

Our organisation

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.

The purpose of this job:

The Care Settings Intervention team has three main functions.

- To manage Provider Cessation situations.
- To complete preventative Quality Improvement plans and assessments.
- To monitor the arrangements, supporting the care settings to reduce the risk of continued outbreaks of any transmittable virus or infection.

The post holder will be expected to work flexibly to support all functions of the team, in response to presenting situations.

Core tasks:

1. To contribute to the delivery of personalised social care service as outlined in national legislation and guidance and in line with county policies and procedures
2. To have involvement in a range of meetings specific to the service area, offering support or undertaking work around Legal processes (e.g. Court Work, Legal challenges etc.).
3. To produce high quality assessments, reviews and reports for a range of functions.
4. To represent the Authority internally and externally at the request of the team manager; negotiating/liasing with Health and other statutory colleagues as required.
5. To communicate effectively with customers, carers, other agencies and professionals to support the delivery of a co-ordinated response to customer and carer needs.
6. To effectively manage a caseload, which will be negotiated and reviewed via supervision
7. To support Social Care Support Officers with day-to-day management of their cases.
8. To keep effective records in relation to the work undertaken using Social Care electronic record system (LAS) and other relevant ICT systems.
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 liaise with the designated team manager and comply with service requirements regarding supervision, undertaking continuous professional development including attendance at formal training.
11. To ensure that safeguarding practice is underpinned by a sound understanding of the Care Act, Human Rights Act and Mental Capacity Act / Deprivation of Liberty Safeguarding legislation.
12. To undertake any other duties as appropriate including membership of duty rotas.

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.

Prepared by: Beverly Cartwright

Date: 28/04/2022

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		
Job Title: Social Worker	Grade: 8	
Directorate: Quality, Contracts & Safeguarding Adults Service		
Establishment or team: Care Settings Intervention Team		
Requirements (based on the job description)	Essential (E) or Desirable (D)	Identified by: Application form (AF) Interview (I)
Qualifications		
Social Work, CSS, CQSW, DipSW or equivalent	E	AF/I
Current Social Work England registration	E	AF/I
Experience		
Accepting referrals and undertaking section 42 safeguarding enquiries	D	AF/I
Completing safeguarding enquiry reports	D	AF/I
Gathering information and producing high-quality reports	E	AF/I
Developing Adult Protection Plans which have an outcome focus	D	AF/I
Assessing the needs of individuals and their families	E	AF/I
Work in a Social Care environment or other Statutory/Voluntary Agency	E	AF/I
Work with a range of client groups within an Agency	E	AF/I
Effective management of competing priorities	E	AF/I
Managing a caseload and determining priorities	E	AF/I
Working as a member of a team and in collaboration with other agencies	E	AF/I
Knowledge skills and abilities		
Knowledge of relevant legislation relating to Safeguarding 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 working effectively with other agencies and professionals	E	AF/I
Working knowledge of relevant legislation and its application and ability to work within legal framework and accountability	E	AF/I
IT literate, experience in using database systems for record keeping and confident with the Microsoft Office package	E	AF/I
Negotiating and networking with a range of professionals	E	AF/I
Numerate and able to contribute to management of budgets and resources	E	AF/I
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, a commitment to achieving these whilst valuing diversity and working across cultures	E	AF/I
Effective written and oral communication skills appropriate to the situation	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
Other (including special requirements)		
1. Commitment to equality and diversity	E	AF/I
2. Commitment to health and safety	E	AF/I
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 because of disability are unable to drive	E	AF/I