

## Job Description

<b>Directorate:</b>	Education & Children's Services		
<b>Service:</b>	Children's Social Care		
<b>Location:</b>	Countywide		
<b>Salary range:</b>	£36,363 - £46,142	<b>Grade:</b>	Grade 8/9
<b>Reports to:</b>	Team Manager	<b>Staff responsible for:</b>	N/A

### Job purpose and scope

Achieving the best outcomes for children and young people in Lancashire. Keeping children and young people safe and protected from harm, undertaking social work assessments and direct work with children and families providing the right support at the right time.

Working with partners to provide a professional social work response and continuously improve the life of all children and young people in Lancashire.

### Performance Indicators

1. Effective Collaboration and Service Delivery:
  - a. Successful collaborations with professionals and agencies, adherence to statutory responsibilities, and implementation of strengths-based, outcome-focused service plans.
  - b. Improvement in client independence, recovery rates, and satisfaction with personalised support plans.
2. Efficient Caseload Management and Professional Development:
  - a. Efficient prioritisation and management of caseloads, timely and accurate record-keeping, and completion of mandatory training.
  - b. Maintenance of emotional resilience, continuous improvement in practice competence, and responsiveness in urgent situations.

### Accountabilities/Responsibilities

- Manage an allocated social work caseload relating to children, young people and families within the locality, including child protection and court work.
- Prepare for, and participate in, planned work relating to court and court orders effectively and within appropriate timescales.
- Undertake assessments in accordance with legislation, policies and procedures; with consideration to both the Framework for Assessment and risk in order to inform analysis and plans

- Identify children in need who may also be in need of protection and effectively safeguard them.
- Assess the needs of children and young people and determine an appropriate level of intervention and service provision, including packages of support for families. Negotiating, coordinating and providing and/or commissioning services as appropriate.
- Gather information for referrals to assist in the determination of whether there is a need for intervention within the continuum of need and a referral recorded with Children's Social Care.
- Ensure the needs and wishes of children are fully addressed in the assessment and planning process and that there is evidence of children and young people's participation.
- Share responsibility for planned intervention and service provision with partners, participating in formal case reviews which will include the full range of statutory meetings and other planned meetings, as necessary.
- Comply with LCC and service-specific administrative and financial procedures including the maintenance of appropriate and up-to-date records.
- Liaise with designated line manager and comply with service requirements regarding supervision, undertaking continuous professional development and attendance at formal training.
- Be aware and responsive to the differing needs of all groups within the community.
- Undertake any other duties in relation to this area of work, including membership of the team's duty rota.
- Participate fully in the CAF process and be fully conversant with and work within the Safeguarding procedures and protocols within Lancashire County Council.
- Contribute to the development of social work students.

### Other

- **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 help us to apply our general statement of health and safety policy.
- **Customer Focused**

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.

- **Safeguarding Commitment**

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

- **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 numeracy if they do not have one already.

### Our Values

**We expect all our employees to demonstrate and promote our values:**

- **Supportive**

We are supportive of our customers and colleagues, recognising their contributions and making the best of their strengths to enable our communities to flourish.

- **Innovative**

We deliver the best services we possibly can, always looking for creative ways to do things better, putting the customer at the heart of our thinking, and being ambitious and focused on how we can deliver the best services now and in the future.

- **Respectful**

We treat colleagues, customers and partners with respect, listening to their views, empathising and valuing their diverse needs and perspectives, to be fair, open and honest in all that we do.

- **Collaborative**

We listen to, engage with, learn from and work with colleagues, partners and customers to help achieve the best outcomes for everyone.

## Person Specification

All the following requirements are essential unless otherwise indicated by \*

Your ability to meet the job requirements will initially be assessed by the information provided on your application but further assessment will be undertaken at interview and, in some cases, by using other types of assessment(s).

### Qualifications

- CQSW, Dipsw, Degree in Social Work or equivalent recognised qualification in Social Work
- Registration with Social Work England

### Experience

- Social work with children and families.
- Post Qualifying Award 1-6 (Desirable).
- Supervision of Social Work students (Desirable).

### Essential knowledge, skills & abilities

- Knowledge of child development.
- Skills in working effectively with children and families in varied and complex circumstances.
- Written and verbal communication skills.
- Ability to use basic computer technology.
- Ability to learn and understand theoretical concepts, legal frameworks and to work within policy and procedure.
- Ability to value diversity by treating people as individuals, valuing their input and contribution and work across cultures.
- Ability to work with a varied caseload and to manage timetables and demands.
- Ability to use supervision positively and to contribute to the performance management process.
- Ability to work as an effective team member.

- Ability to respond positively and effectively to children and their families, promoting 'working in partnership' at all times.
- Ability to work in partnership with other professionals/agencies.
- Ability to respond positively to training and development opportunities.
- Knowledge of the cultures and religions of the communities of Lancashire.
- Good knowledge of relevant legislation.
- Skills in assessment of children and families and developing packages of support.

### Other essential requirements

- Commitment to equality and diversity.
- Commitment to health and safety.
- Display the LCC values and behaviours at all times and actively promote them in others.
- This is an essential car user post\*  
*You will be required to provide a car for use in connection with the duties of this post and must be insured for business use.*