

## Job title: Fostering Social Worker Grade 9

### **Our Vision**

An innovative, ambitious and sustainable county, where everyone has the opportunity to prosper, be healthy and happy.

### **Our Outcomes**

We want everyone in Staffordshire to:

- Have access to more good jobs and share the benefit of economic growth
- Live in thriving and sustainable communities
- Be healthier and more independent for longer

### **Our Values**

Our People Strategy sets out what we all need to do to make Staffordshire County Council a great place to work, where people are supported to develop, flourish and contribute to our ambitious plans. Our values are at the heart of the Strategy to ensure that the focus is on what is important to the organisation and the people it serves:

- Ambitious – We are ambitious for our communities and citizens
- Courageous – We recognise our challenges and are prepared to make courageous decisions
- Empowering – We empower and support our people by giving them the opportunity to do their jobs well.

### **About the Service**

e.g. People Services are responsible for the delivery of a range of People related activities including Organisational Development, Learning and Development, Employee Relations, Policy development, Reward, Resourcing, Change Management and Health, Safety and Wellbeing. People Services are also responsible for the development and delivery of the People Strategy, focusing on the four main pillars; Keeping and attracting talented People; Promoting a positive working environment, developing skills for now and the

future, and Developing leaders for now and the future. All that we do focuses on how we will develop the right culture, support and skills to keep making a difference for Staffordshire's communities.

## **Reporting Relationships**

**Responsible to:** Team Manager, Fostering, Permanency & SGO Support Team

**Responsible for:** Completing Special Guardianship Assessments for applicant carers, completing SGO Support Plans.

## **Key Accountabilities:**

1. To carry out a range of Social Work tasks as allocated by the Team Manager.
2. Completing Special Guardianship Assessments for applicant carers, completing SGO Support Plans.
3. Providing general practical support to applicant Special Guardians and Special Guardians.
4. Making applications for Adoption Support Fund (whilst this is still being supported) where required.
5. Providing cover on Team Duty as part of the team and rota.
6. Prioritising all work in accordance with the Directorate's Policies and Procedures, standing orders, budgets and all relevant legislation.
7. Complying at all times with the policy and procedures of Children's Services in respect of all aspects of work.
8. Ensuring that all work is completed within the stated timescales in accordance with childcare court proceedings, national and local policy.
9. Planning, carrying out and monitoring all activities required for individual children and families to ensure that they achieve their assessed outcomes.

10. Undertaking regular reviews of individual children's and families' situations and to use the outcome to formulate new arrangements and plans in conjunction with service users and other agencies.
11. Maintaining client records (electronic and paper) in line with Directorate policies and procedures within the framework provided by the Integrated Children's System in relation to recording information about children and families.
12. Participating in regular supervision or consultation with the Team Manager and ensuring that they are always made aware of significant issues in respect of children and families.
13. Providing high quality and timely assessments and reports in the agreed format for Court's, Child Protection Case Conferences, Statutory Reviews and any other forum as directed by the Team Manager.
14. Working in partnership with colleagues within the Directorate and also outside agencies in order to achieve identified outcomes for vulnerable children in their service area.
15. Ensuring that work they are responsible for contributes to the achievement of all agreed performance targets at an individual, team and divisional level.
16. Participating in the formulation of new initiatives, and policy across the Directorate as appropriate.
17. Attending and contributing to training courses as agreed with line management and to ensure personal development is maintained in accordance with the requirements of Social Work England.
18. Supervising and supporting the professional development of social work students and non-social work qualified staff on the team when required.

19. Operating at all times within the professional ethics and disciplines of Social Work as described in the BASW code of ethics and Social Work England codes of practice.
20. Developing good working relationships with other agencies and other colleagues in the Directorate.
21. Any other duties commensurate with the grading and nature of the post although.

### **Professional Accountabilities:**

The post holder is required to contribute to the achievement of the Council objectives through:

### **Financial Management**

Personal accountability for delivering services efficiently, effectively, within budget and to implement any approved savings and investment allocated to the service.

### **People Management**

Engaging with People Management policies and processes

### **Equalities**

Ensuring that all work is completed with a commitment to equality and anti-discriminatory practice, as a minimum to standards required by legislation.

### **Climate Change**

Delivering energy conservation practices in line with the Council's climate change strategy.

### **Health and Safety**

Ensuring a work environment that protects people's health and safety and that promotes welfare, and which is in accordance with the Council's Health & Safety policy.

### **Safeguarding**



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Commitment to safeguarding and promoting the welfare of vulnerable groups.

The content of this Job Description and Person Specification will be reviewed on a regular basis.

**Person Specification**

A = Assessed at Application  
 I = Assessed at Interview  
 T = Assessed through Test

Minimum Criteria for Disability Confident Scheme *	Criteria	Measured by
	<p><b>Qualifications/Professional membership</b></p> <ul style="list-style-type: none"> <li>Professional Social Work qualification (DIP SW, CQSW, CSS) or other</li> <li>Registration with Social Work England</li> </ul>	<p>A/I A/I</p>
	<p><b>Knowledge and Experience</b></p> <ul style="list-style-type: none"> <li>Understanding of the key pieces of legislation in place in respect of children's welfare &amp; safeguarding</li> <li>Understanding of "Assessment Framework"</li> <li>A clear understanding of "Working Together to Safeguard Children", "Care Matters" and "Care Planning Regulations"</li> <li>Understanding of the structures and systems in place which provide the framework for undertaking all relevant duties.</li> <li>Understanding of the effects of problematic situations experienced by the children and families with whom we work.</li> <li>Sound knowledge of child development.</li> <li>Knowledge of family dynamics and effect on children's lives</li> <li>Knowledge of the effects and disability and chronic illness on children and families</li> <li>Significant post qualification experience</li> <li>Experience in a wide range of aspects of the social work role.</li> </ul>	<p>I I I I I I I I I/A I/A</p>

	<ul style="list-style-type: none"> <li>• Relevant training and experience in safeguarding</li> </ul>	I/A
	<p><b>Skills</b></p> <ul style="list-style-type: none"> <li>• An ability to undertake high quality timely assessment, planning, monitoring and review of individual cases</li> <li>• An ability to involve children, their parents and other relevant carers in the processes outlined above</li> <li>• The ability to work as part of a team and to contribute to the development of services through a team approach</li> <li>• Skills in direct work with children and adults</li> <li>• Good communication skills at all levels</li> <li>• Ability to prioritise work and manage competing demands</li> <li>• Good recording and report writing skills</li> <li>• High standards of ICT literacy and skills</li> <li>• Ability to work in partnerships with other agencies supporting children in achieving their identified outcomes</li> <li>• Commitment to Equal Opportunities and anti-discriminatory practice</li> <li>• A flexible approach to undertaking the social work task</li> <li>• Commitment to high quality services for children and their families</li> <li>• Commitment to personal growth and development</li> <li>• Car Driver (suitable adjustments made in line with Disability Discrimination Act 1995)</li> </ul>	<p>I/A</p> <p>I/A</p> <p>I/A</p> <p>I/A</p> <p>I/A</p> <p>I/A</p> <p>I/A</p> <p>I/A</p> <p>I/A</p> <p>I/A</p> <p>I/A</p> <p>I/A</p> <p>I</p>



If a disabled person meets the criteria indicated by the Disability Confident scheme symbol and provides evidence of this on their application form, they will be guaranteed an interview.

We are proud to display the Disability Confidence Symbol, which is a recognition given by Job Centre plus to employers who agree to meet specific requirements regarding the recruitment, employment, retention, and career development of disabled people.

If you need a copy of this information in large print, braille, another language on cassette or disc, please ask us by contacting  
Talent & Resourcing Team 01785 278300