

Job Title Standby Social Worker  
Grade 10

### **Our Vision**

An innovative, ambitious and sustainable county, where everyone has an 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 the people of Staffordshire.
- **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**

To take a role in the development of the Department's responsive services team. Staffordshire County Council EDS provides emergency response for people with Social Care needs in Staffordshire – Out of Hours i.e., when

daytime services are closed, and during evenings, weekends and Bank Holidays.

The spectrum of standby social work spans Children's and Adult's Social Care and Mental Health Services. The aim is to meet the emergency needs of service users, where a response cannot safely wait until the next working day.

All standby social workers have access to assistance from a Team Co-Ordinator and Call Taker who are on duty.

Liaison and collaboration with other agencies are key components of the work.

### **Reporting Relationships**

**Responsible to:** EDS Team Managers and EDS Team Co-Ordinators

### **Key Accountabilities:**

1. To provide an emergency statutory response to children and families in Staffordshire.
2. To provide an emergency social work response service to adults with social care needs in Staffordshire.
3. To provide emergency approved mental health professional (AMHP) service to Staffordshire residents who have mental health needs.

### **About the Role**

A standby social worker is a representative member of the Emergency Duty Service which provides to Staffordshire County Council outside of normal office hours.

A standby social worker will only be asked to carry out tasks related to the following provisions, and dependent on relevant qualification and experience for the task.

1. To secure the provision of a range of services in urgent situations, for the care of children for whom the local authority has a statutory duty and responsibility under the provisions of the Children Act 1989.
2. To secure provision of a range of services in crisis situations, for adult service users within the framework of the Care Act 2014.
3. To ensure the safety and wellbeing of service users who require urgent assessment subject to the provisions of the Mental Health Act 1983.
4. To facilitate the delivery of services to children, young people and adults in police custody, as outlined in the Police and Criminal Evidence Act 1983 (PACE).
5. To ensure that health and safety matters are considered when undertaking a piece of work.

**Standby social workers also have the following responsibility to:**

1. Maintain registration as a qualified social worker with Social Work England (SWE) and must inform the EDS Manager immediately if that registration is withdrawn or any restriction is placed on the registered social worker.
2. Provide professional advice in respect to child protection policy and practice and undertake investigations and initiate action to protect children where necessary.
3. Investigate the circumstances of children and young people at risk of harm, children in need of support, and to support, advise and where necessary, take action to meet the needs identified.
4. In conjunction with the EDS Team Co-Ordinator, have discussion where there is felt to be a need to consider accommodating a child. The EDS Team Co-Ordinator will then consult with the Senior Manager on call for decision making, if it is felt that providing accommodation to a child is proportionate and necessary.

5. Where necessary, arrange placements for emergency respite provision or complete care plan for provision/domiciliary care for adults.
6. Undertake investigations where it is felt necessary, to ensure the safety of vulnerable adults, in line with Staffordshire and Stoke-on-Trent Adult Safeguarding Partnership Board policies and procedures (2024)
7. Undertake duties under the Mental Health Act 1983, including Mental Health Act Assessments (AMHP only).
8. Ensure the EDS Team Co-Ordinator is notified about serious or sensitive issues.
9. Ensure that all services are delivered and decisions taken are in accordance with the relevant legal frameworks, County Council policies and Departmental procedures.
10. Liaise with other staff, both in the service and in other agencies, to promote collaborative working.
11. Use relevant IT systems competently in the performance of official duties, particularly recording and communicating work.
12. Maintain sufficient records for the purposes and standards required.
13. Carry out all duties and responsibilities in accordance with the County Council's Equal Opportunities policy.
14. Carry out all duties in accordance with the requirements of health and safety legislation and the County Council Health and Safety policy.
15. Ensure all services within the area of responsibility are provided in accordance with the County Council's commitment to high quality service provision to users.
16. Ensure all duties are undertaken with due regard and compliance with the GDPR, Data Protection Act 2013.

## **Other Information**

- All standby staff are subject to a casual contract and will be paid a standby retained allowance on rota, and an agreed hourly rate for any hours engaged in duty
- The working hours for the Standby Social Worker are:  
Monday-Friday: 5pm to midnight  
Saturday: 8.30am to 4.30pm / 4.30pm to midnight  
Sunday: 8.30am to 4.30pm / 4.30pm to midnight  
Bank Holidays: 8.30am to 4.30pm / 4.30pm to midnight
- Casual Car Allowance will also be paid to standby staff.
- The post holder will need to meet the travel requirements of the role locally
- This post has no political restriction.

This post is identified as safety critical; therefore you may be subject to random alcohol and drug testing. This is to help ensure the health, safety and wellbeing of all employees and service users.

## **Professional Accountability**

Additionally, the postholder is required to contribute to the achievement of the County Council, directorates, strategic HR and individual objectives through the required attendance at EDS Briefings including reflective discussion and participation.

## **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**

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 = Application  
I = Assessed at Interview  
T = Test

Minimum Criteria for Disability Confident Scheme *	Criteria	Measured by
	<b>Qualifications/Professional membership</b> <ul style="list-style-type: none"> <li>DipSW or another approved equivalent.</li> <li>Be registered as a social worker with Social Work England (SWE)</li> </ul>	AF Certificate
	<b>For AMHP Role</b> <ul style="list-style-type: none"> <li>Be an Approved Mental Health Professional as per the Mental Health Act 1983, and eligible to be warranted as such by Staffordshire County Council.</li> </ul>	Certificate Warranted
	<b>Knowledge and Experience</b> <ul style="list-style-type: none"> <li>Demonstrable post-qualifying experience as a Registered Social Worker.</li> <li>Experience of working with children, young people/child protection and/or adults, older people and adult safeguarding.</li> <li>Demonstration of continuous professional development relevant to the post.</li> <li>A working knowledge of all relevant legislation including Children's Act 1989, Mental Health Act 1983, Care Act 2014, Mental Capacity Act 2005 and Human Rights Act 1998.</li> </ul>	AF  AF/I  AF/I  AF/I



	<p><b>Skills</b></p> <ul style="list-style-type: none"> <li>• Effective interpersonal skills and the ability to relate to a wide range of people.</li> <li>• Ability to organise and prioritise work effectively.</li> <li>• Skills in liaison and negotiation with other agencies and service users and their families.</li> <li>• An ability to undertake risk assessments, make evidence-based decisions about departmental response to the needs of service users and carers.</li> <li>• An ability to prioritise and deploy resources to ensure that needs are responded to in a safe, effective, efficient and equitable manner.</li> <li>• An ability to understand the impact of oppression based on age, gender, race, sexuality and disability, and to promote anti-oppressive and anti-discriminatory practice.</li> <li>• An ability to communicate concisely and clearly both verbally and in writing.</li> </ul>	<p>All AF/I</p>
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\*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. This scheme will also apply to Care Leavers and Armed Forces/Veterans.

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