

# Job Title: Senior Social Worker, Adult Learning Disability and Autism Service

## Grade: 10

### **Our Vision**

A county where big ambitions, great connections and greener living give everyone the opportunity to prosper, be healthy and happy

### **Our Outcomes**

Everyone in Staffordshire will:

- Have access to more good jobs and share the benefit of economic growth
- Be healthier and more independent for longer
- Feel safer, happier and more supported in their community

### **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, 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**

The Adult Learning Disability and Autism Service undertakes assessment, support planning, review and case management support alongside people living with learning disabilities, autism and neurodiversity ensuring that they, their families/carers and the people important to them are supported to live the life that they want to live in their chosen community. Staffordshire promotes a strengths-based approach, building on people's personal, family

and community networks to promote independence and to meet the person's aspirations and ambitions enabling them to live their lives in ways that empower them and maintain their well-being.

Adult social care assessment and case management is framed by key legislation including the Care Act (2014), the Mental Capacity Act (2005) and the Mental Health Act (1983) and a range of other legislation and national and regional guidance and good practice. The team has a range of key performance indicators that are designed to embed good practice, the Senior Social Worker is expected to contribute to the overall achievement of the team and is a key member of the team in delivering the best service to young people living in Staffordshire with care and support needs.

They will carry out a range of tasks as allocated by the Team Manager, the Service Lead as well as the Strategic Service Lead.

The ` service is part of the wider Adult Social Care and Safeguarding Service within the council.

### **Reporting Relationships**

**Responsible to:** Team Manager

**Responsible for:** N/A

### **About the Role**

The Senior Social Worker will provide professional support and supervision to an identified group of Social Workers and non-registered social care staff undertaking assessment, reviews, support planning, case management and safeguarding activities as part of the Adult Learning Disabilities service. They are responsible for embedding quality in practice, performance, supporting the staff to understand, contribute to and effect change and act as a link between their team and senior leaders across adult social care.

The Senior Social Worker will hold a small case load of the most complex cases; this can include working as the case manager or as the allocated co-worker with an individual and the people that are important to them. The Senior Social Worker will work alongside practitioners to enable the development of good practice across the team.

They will carry out a range of tasks as allocated by the Service Lead and Assistant Service Lead and will provide guidance and support to Adult Social Care staff on a day to day basis.

**Key Accountabilities:**

1. To provide effective, professional supervision to an identified group of Social Workers, other Social Care Staff and students on placement.
2. Support the Team Manager in the allocation of work based upon priority and capacity within the team and service ensuring time scales are met as set out in the performance requirements.
3. Ensure practice is in line with relevant legislation and good practice guidelines whilst ensuring all interventions embrace the principles of least restriction, personalisation and social inclusion
4. Oversee and support staff, providing guidance and direction in complex cases, working alongside Social Workers and Social Care Practitioners where appropriate.
5. Hold a small caseload of the most complex cases such as applications to the Court of Protection, complex family situations and people living with high levels of risk. This may include co-working with shared responsibility for the case management support provided to an individual person and/or family.
6. To work closely with external partners including health partners and local councils to deliver the best outcomes and opportunities for learning disabled and autistic adults and for young people that will require support as an adult
7. Support the quality assurance of statutory documents within their scheme of delegated responsibility
8. Chair more complex MDT / Best Interest Decision / Safeguarding meetings and case conferences, this includes ensuring relevant documentation including legal documentation is available and articulating more complex legislation in sometimes highly challenging and emotive situations.
9. To contribute to and ensure that case records are accurate and that data inputting is timely, in line with guidance and meets the standards set out in the Recording with Care guidance

10. Work to resolve complaints at the informal stage to achieve early resolution and support formal investigations of complaints undertaken by senior leads to provide technical expertise.
11. Work with practitioners to resolve complaints at the informal stage to achieve early resolution. Support formal investigations of complaints undertaken by senior leads to provide technical expertise.
12. This post holder is required to be flexible in their approach based on service need and demands as directed by the Adult Social Care Collective Leadership.
13. Operating at all times within the professional ethics and disciplines of Social Work as described in the BASW Code of Ethics and the Social Work England codes of practice.
14. Any other duties commensurate with the grading and nature of the post.

The postholder is required to be available to work out of hours, evenings and weekends if required

### **Professional Accountabilities:**

The post holder will be required to contribute to the achievements of the Council through

<b>Area</b>	<b>Description</b>
Legislation	Care Act 2014 Mental Capacity Act 2005 Deprivation of Liberty Safeguards Mental Health Act 2007 Data Protection Act
Partners/key stakeholders	Customers and carers Internal and external providers Multi-disciplinary team

The post holder will be required to maintain professional registration with the Social Work England and to comply with the standards and requirements of this body

**Financial Management:**

Personally accountable for delivering services efficiently, effectively, within budget and to implement any approved savings and investment allocated to the service area.

**People Management**

Participation and contribution to support the Principle social worker and undertake My Time meetings

Undertaking professional supervision in line with the policy of the Directorate

**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.


**Person Specification**

A = Assessed at Application

I = Assessed at Interview

T = Assessed through Test

<b>Minimum Criteria for Disability Confident Scheme</b> *	<b>Criteria</b>	<b>Measured by</b>
	<b>Qualifications</b> <ul style="list-style-type: none"> <li>Professional Social Work qualification (Dip SW, CQSW, CSS)</li> <li>Registration with the Social Work England</li> <li>Qualification in or commitment to undertaking Approved Mental Health Practitioner (AMHP), Best Interest Assessor (BIA), Practice Educator (PE) or leadership training</li> </ul>	A A A/I
	<b>Knowledge and Experience</b> <ul style="list-style-type: none"> <li>Demonstrable post qualification experience.</li> <li>Knowledge and experience of the impact of learning disability on adults and their families</li> <li>Relevant training and experience in safeguarding</li> <li>Experience in a wide range of aspects of the social work role</li> <li>Understanding of the structures and systems in place which provide the framework for undertaking all relevant duties</li> <li>Understanding of the legislative and policy context of services for adults with a learning disability, including case law and findings from enquiries.</li> </ul>	A A/I A/I A/I A/I A/I A/I

	<ul style="list-style-type: none"> <li>• Understanding of learning disability and the impact, for individuals, their families and society</li> <li>• Knowledge and experience of applying the Mental Capacity Act assessments, Best Interest Assessments/DOLs.</li> <li>• Knowledge of mental health legislation including section 117.</li> <li>• Understanding of the principles of the different funding streams available to support adults.</li> <li>• Experience of working as part of a team, in developing the professional practice of colleagues.</li> <li>• Experience of enabling individuals and families to develop dynamic options for individuals to progress to independence and supporting others to work in this way</li> <li>• Evidence of applying a range of theories and models for social work interventions with adults, family groups or communities</li> <li>• Clear understanding of and commitment to equal opportunities and anti-discriminatory practice</li> </ul>	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>
	<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 communicate with and involve learning disabled adults, and their carer's in the processes outlined above</li> <li>• The ability to work as part of a team, to mentor and motivate colleagues and to contribute to the development of services through a team approach</li> <li>• Ability to reflect openly on own strengths and development needs relating to the role</li> <li>• Ability to assume responsibility and make decisions making their own initiative</li> <li>• A flexible and enthusiastic attitude and willingness to contribute to the team function and development</li> </ul>	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>

	<ul style="list-style-type: none"> <li>• Good communication skills at all levels</li> <li>• High level recording and report writing skills</li> <li>• An ability to be organised, practice good time management and take responsibility for own workload and planning.</li> <li>• Highly motivated, curious and passionate about improvement and making a difference</li> <li>• Car driver (suitable adjustments made in line with the Equality Act 2010). The post is designated as an essential car user</li> </ul> <p>This job requires an enhanced DBS clearance as do the posts that report to it.</p>	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A</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.

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 and Resourcing Team on 01785 237800**