

Job title Social Care Assessor Grade 7

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

The First Contact Service has 3 teams within the service. The teams engage with citizens of Staffordshire, carrying out strengths based, outcome focused assessments via the telephone and virtual technology. The Care Act 2014 compliant assessments determine citizens assessed eligible needs while promoting their assets and facilitating their

independence. First Contact will develop care and support plans with people and work with Brokerage to put services in place to meet their residual eligible social care needs.

The service also delivers a single point of access for all age carers who are supported to access information, advice and guidance. Assessments for all age carers are undertaken in person across the county.

The Service also leads on Assistive Technology and the Quick Fix Fund supporting residents across Staffordshire as required.

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: Advanced Practitioner

Responsible for: N/A

Key Accountabilities:

1. Take responsibility for the provision of assessments under the Care Act inclusive of all statutory functions
2. Develop a collaborative relationship with adults and their circles of support in order to promote positive expectations of what they can achieve, understanding their talents, wishes and feelings.
3. As part of the assessment process, undertake purposeful interaction with individuals, families and other professionals to understand the needs and strengths of the individual, their network of relationships and their capacity to consent.
4. Analyse information to understand risks and develop strategies to explain, avoid or manage risk appropriately.
5. Negotiate and agree appropriate, tangible and realistic outcomes with individuals and families.
6. Collaborate with other professionals, within Adult Social Care or other organisations, in order to fully understand need and enable individuals to achieve their outcomes and to be as independent as possible.

7. Maintain appropriate professional records of all key discussions, findings, assessments, opinions (including factual basis) and decisions, including electronic client records and necessary performance data, in line with policies and procedures.
8. Use research findings, service principles and case discussion with peers to inform and develop your professional practice.
9. Contribute to the shaping, continual improvement and promotion of Adult Social Care.
10. Actively participate in peer and reflective supervision, analysis of performance data, learning from complaints and compliments, personal development and continuing professional development.
11. Through regular case reviews with social workers and other specialists in the team, identify when these colleagues need to be involved and facilitate their introduction to the individual and their family, as soon as possible.
12. Flexible working in response to business demand and the ability to work weekends.
13. Undertake any other duties required by Management which are commensurate with the grading of the post.

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 = Assessed at Application

I = Assessed at Interview

T = Assessed through Test

Minimum Criteria for Disability Confident Scheme *	Criteria	Measured by
	Qualifications/Professional membership <ul style="list-style-type: none"> NVQ3 / equivalent qualification (or a willingness to undertake) and experience in a relevant discipline i.e. social care, advice and guidance or related subject. Commitment to ongoing personal and professional development which could include social work training. 	A A
	Knowledge and Experience <ul style="list-style-type: none"> Some understanding of the legislative and policy context of services for adults (Care Act), and findings from enquiries. Understanding of disability, older persons, carers and young carers and the impact, for and the impact, for individuals, their families and society Knowledge of adult physical, intellectual emotional and social development and family dynamics. Knowledge and some experience of applying the Mental Capacity Act. Experience of working as part of a team. Curious and passionate about improvement and making a difference Experience of using Information Technology to create documents, data records, diary records, communication and reports. Knowledge of the dimensions and impact of adult abuse and procedures to report concerns Knowledge of the roles and responsibilities of partner organisations Clear understanding of and commitment to equal opportunities and anti-discriminatory practice 	I A A A A/I A/I A I A I
	Skills This post is designated as a casual car user <ul style="list-style-type: none"> able to develop collaborative relationships with adults with a learning and or physical disability, older adults, carers and young carers and their families relationships with adults with a learning disability and their families, to enable choice and independence. able to promote effective verbal and non-verbal communication with individuals and their family to determine needs, challenge assumptions and enable informed choice 	A/I A/I I

	<ul style="list-style-type: none"> • able to recognise the dynamics of family and care relationships • able to help individuals to evaluate and manage risk positively • able to develop and sustain effective working relationships with staff in other agencies • able to maintain accurate written or electronic records of observations, actions and decisions • good organisational skills, including managing time, prioritising work and meeting deadlines • able to work creatively within resource constraints • able to problem solve and identify opportunities for improvement • resourceful and resilient - able to operate in a changing environment • skilled in resolving conflict or tensions • ability to work within principles and standards of service requirements • committed to service improvement and delivering success for the organisation, individual & family. (visionary and forward thinking) • curious and passionate about improvement and making a difference • committed to understanding what success looks like for the individual and their family • car driver (suitable adjustments made in line with Disability Discrimination Act 1995) • Ability to participate in a weekend working rota 	<p> </p> <p> </p> <p> </p> <p> </p> <p>A</p> <p>A</p> <p> </p> <p>A/I</p> <p> </p> <p> </p> <p> </p> <p>A</p> <p> </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 & Resourcing Team 01785 278300