Job Title: Social Care Practitioner, Adult with Learning Disabilities Service

Grade: 7

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 Teams provide social care assessment, case management and safeguarding support across Staffordshire working alongside the citizens of Staffordshire who are living with a learning disability and/or autism and with their family/carers/significant others. There are two generic teams, a Young Adults Team and a County Wide team that work closely with commissioners to ensure that we have the best models of support and accommodation across Staffordshire. The teams undertake outcome focused assessments and develop support plans to meet peoples assessed eligible needs as defined in the Care Act 2014 and other relevant legislation. Staffordshire promotes an asset-based approach that builds on people’s strengths, their family and community-based support, promotes independence and meets identified outcomes and aspirations.

These teams are part of the wider Adult Social Care Team within the council.

Reporting Relationships

Responsible to: Senior Social Worker

Responsible for: N/A

About the Role

The Social Care Practitioner undertakes assessment, support planning, review and case management support with adults with a learning disability and/or autism 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. 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 service has a range of key performance indicators that are designed to embed good practice across the service, the Social Care Practitioner is expected to contribute to the overall achievement of the service and is a key member of the team in delivering the best service to people in Staffordshire living with a Learning Disability and/or Autism.

They will carry out a range of tasks as allocated by the Senior Social Worker as well as the Service Lead and Assistant Service Lead

Key Accountabilities:

1. Undertake strengths based assessments within the legislative framework including the Care Act (2014)
2. Develop a collaborative relationship with adults with a learning disability and/or autism and associated co morbidities, their networks of support and other people that are important to them including providers of services where appropriate to promote positive expectations of what they can achieve, understanding their talents, wishes and feelings.
3. Analyse information to understand risks and develop strategies to explain, avoid or manage risk appropriately.
4. Negotiate and agree appropriate, tangible and realistic outcomes with individuals and families.
5. 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.
6. Undertake reviews of the individual’s situation and progress towards outcomes, using the evidence to formulate new arrangements and plans with the service users and other agencies.
7. Use research findings, service principles and case discussion with peers to inform and develop your professional practice.
8. Actively participate in quality assurance processes, including peer and reflective supervision, analysis of performance data, learning from complaints and compliments, personal development and continuing professional development.
9. 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.
10. Develop support plans which maximise an individual’s opportunities in line with the guidance and work with internal and external partners to facilitate people’s to access appropriate support to meet eligible needs.
11. Participate in appropriate training and development opportunities to progress their professional and personal development.
12. Comply with organisational guidance, policies and procedures.
13. Undertake any other duties required by Management which are commensurate with the grading of the post.

Professional Accountabilities:

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

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| --- | --- |
| **Area** | **Description** |
| 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 |

**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**

To comply and engage with People Management policies and processes

Participating in formal 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.

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

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| --- | --- | --- |
| **Minimum Criteria for Disability Confident**  **Scheme \*** | **Criteria** | **Measured by** |
| **employer_small** | **Qualifications**   * Maths and English to appropriate level/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 |
| **employer_small** | **Knowledge and Experience**   * Some understanding of the legislative and policy context of services for adults with a learning disability (Care Act), and findings from enquiries. * Understanding of learning disability and the impact, for individuals, their families and society * Knowledge of adult physical, intellectual emotional and social development and family dynamics. * Knowledge of 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 |
| **employer_small** | **Skills**   * Able to develop collaborative 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 * 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 Equality Act 2010) | A/I  A/I  I  I  I  I  I  A  A  I  A/I  I  I  I  A |

**employer_small** 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 **Liberata Employee Services Team on 01905 947446**

**Shared Services on 01905 947446**