

## JOB DESCRIPTION



<b>Job Title:</b> Senior Social Worker	<b>Service Area:</b> Across CYPS	
<b>Directorate:</b> Children's Services	<b>Post Number:</b> Various	<b>Evaluation Number:</b> 5768
<b>Grade:</b> PO5	<b>Date last updated:</b> February 2021	

### **People at the heart of everything we do**

We are committed to putting people – Newham residents and Council staff – at the heart of all we do. Our approach is a collaborative joint enterprise between residents, the Mayor, Members, Council staff and the Corporate Management Team.

### **Equality and diversity**

We are committed to and champion equality and diversity in all aspects of employment with the London Borough of Newham. All employees are expected to understand and promote our Equality and Diversity policy in the course of their work.

### **Protecting our staff and services**

Adherence to health and safety requirements and proper risk management is required from all employees in so far as is relevant to their role. All employees are expected to understand and promote good health and safety practices and manage risks appropriately.

### **Corporate parent**

We believe that every member of staff working for Newham Council should understand and fulfil our corporate parenting responsibilities for our looked after children that we have under the Children and Social Work Act 2017.

## **OVERALL PURPOSE OF JOB**

1. To have responsibility for a caseload of more complex cases within the team and demonstrate appropriate initiative commensurate to the skills and knowledge required for the post consistently applying high standards to deliver good outcomes for children.
2. To be responsible for the supervision of student social workers in the role of Practice Educator
3. To support other practitioners in the team through mentoring, coaching, advice, and shadowing on visits or in meetings.
4. To contribute to and support the Newham Together Vision including the implementation of our Strategic Improvement Plan for Children's Services; the Children and Young People's plan and specific improvement initiatives related to external regulation.

5. To deliver a restorative, relational approach to practice and supervision, utilising systemic tools and interventions within the Newham Together Practice Framework
6. To deliver and embed our restorative approach to building an organisational culture where social work can flourish.
7. To be an active member of the team, to work collaboratively with colleagues and external stakeholders to achieve our service plans and priorities.
8. To champion our priorities and obsessions to improve the lives of children families and care leavers

## **JOB CONTEXT**

1. The post holder reports, and is accountable, to the Line Manager of the team.
2. The post holder holds a caseload of complex cases.
3. The post holder line manages and supervises student social workers as a Practice Educator.
4. The post holder provides coaching and mentoring to other social workers in the team to assist with their professional development.
5. The post holder delivers and supervises service specific social work interventions and decision-making that have both an impact on children and families and the overall performance of the council.
6. The post holder will have regular contact with children, young people, parents and carers and the wider personal and professional network that supports children, families and carers.
7. The post holder is not required to manage a budget.
8. The post holder provides interim cover in the absence of the Team/Assistant Team Manager as required.
9. The post holder may be required to work evenings, weekends and occasional public holidays in order to meet service and on call requirements.

## **ACCOUNTABILITIES ALL Senior Social Workers**

**Key tasks and accountabilities are intended to be a guide to the range and level of work expected of the post holder. This is not an exhaustive list of all tasks that may fall to the post holder and employees will be expected to carry out such other reasonable duties which may be required from time to time.**

**This Job Description is a guide to the level and range of responsibilities the post holder, as a Social Worker registered with Social Work England will be expected to undertake.**

1. To have experience of, or willingness to train in, a practice model that is restorative and relational in approach and utilises systemic ideas and tools that engage with and support others in change and development.
2. To consistently use the Newham practice model when assessing need and delivering interventions that includes working in a respectful, collaborative and professional manner with children and families that is focused on achieving good outcomes.
3. To promote and champion equality and diversity in the delivery of all Council activities, service provision and employment practice
4. To hold a caseload of more complex and sensitive cases and deal with them effectively and efficiently to ensure best outcomes.
5. To engage in and promote reflective supervision in line with the Newham Supervision Framework
6. To support the Line Manager facilitating regular group supervision that is restorative, relational and systemic in approach.
7. To coach and mentor other social workers in the team to assist with their professional development that includes shadowing/supporting practitioners at meetings and on visits.
8. To chair meetings such as core groups, child in need reviews, and care planning reviews to ensure plans safeguard and deliver the best outcomes for children and young people
9. To adhere to legislation, practice standards and procedures and to contribute to the development and review of these standards. To act in a way that protects the reputation of the Local Authority and the social work profession, whilst always privileging the best interests of children. To immediately, alert relevant managers in the system to any issues that may leave children at risk or place the council at reputational risk.
10. To establish and maintain strong partnerships with multiagency partners to deliver effective support for children, young people and families with child safeguarding and /or corporate parenting needs. This includes responding promptly to concerns raised by internal and external stakeholders about individual children and team wide issues.
11. To develop plans for intervention with children and families that are outcome focused, based on assessed needs and include contingency plans that utilise the family's support network as much as possible and are reviewed in accordance with need and within statutory timeframes.
12. To deliver timely social work interventions to children and families that reflect the practice model are outcome focused, based on assessed needs

13. To produce high quality case records that are up to date, reflect the Newham practice model, are clear, succinct and written so as the child, young person or family member can understand.
14. To work out and about in the community, visiting children, families and carers in the places they live and supporting community engagement.
15. To be accountable for the progress of agreed key performance indicators within your caseload and scope of responsibility providing regular and reliable management information and the analysis to inform continuous learning.
16. To promote and engage in a strong culture of learning and development by enrolling and engaging in regular quality assurance activities, training and learning opportunities; identifying and leading opportunities to share professional practice and experience with other colleagues, students and professionals
17. To undertake other duties that may be required from time to time.

### **Politically Restricted Posts**

In accordance with this legislation, this post is politically restricted and as such the post holder must refrain from being a candidate for election, an election agent or sub agent, an officer of a political party, or subcommittee of such a party or canvass, speak to the public at large, publish written or artistic work or display posters in support of a political party or sub group of such a party.

## Personal Specification

Job Title: Senior Social Worker	Service Area Service specific	
Directorate: Children's Service	Post Number: TBC	Evaluation Number: 5768
Grade:  PO5	Date last updated: February 2021	

### IMPORTANT INFORMATION FOR APPLICANTS

The criteria listed in this Person Specification are all essential to the job. Where the Method of Assessment is stated to be the Application Form, your application needs to demonstrate clearly and concisely how you meet each of the criteria, even if other methods of assessment are also shown. If you do not address these criteria fully, or if we do not consider that, you meet them, you will not be shortlisted. Please give specific examples wherever possible.

CRITERIA	METHOD OF ASSESSMENT
<p><b>EQUALITY AND DIVERSITY</b> We are committed to and champion equality and diversity in all aspects of employment with the London Borough of Newham. All employees are expected to understand and promote our Equality and Diversity Policy in the course of their work.</p> <p><b>PROTECTING OUR STAFF AND SERVICES</b> Adherence to Health and Safety requirements and proper risk management is required from all employees in so far as is relevant to their role. All employees are expected to understand and promote good Health and Safety practices and manage risks appropriately.</p>	
<p><b>QUALIFICATIONS:</b></p> <ul style="list-style-type: none"> <li>Recognised Social Work Qualification &amp; Registration with Social Work England.</li> <li>Practice Educator Professional Standards level 1 &amp; 2 Qualification</li> </ul>	<p>Application Form</p> <p>Application Form</p>

<ul style="list-style-type: none"> <li>• Significant, relevant post-qualifying experience as a social worker in a statutory social work setting that includes having responsibility for high-risk cases and care planning.</li> <li>• Evidence of continuing professional development in line with the Skills and Knowledge Statement for Practice Leaders</li> </ul>	<p>Application Form</p> <p>Application Form</p>
<p><b>KNOWLEDGE:</b></p> <ul style="list-style-type: none"> <li>• A level of knowledge that meets the requirements of the DfE Knowledge and Skills Statement for Child and Family Practitioners.</li> </ul> <p>Accountable for ensuring the highest professional standards and professional conduct.</p> <ul style="list-style-type: none"> <li>• The ability to interpret data to maximise individual performance and an understanding of its relevance to achieving best outcomes for children.</li> <li>• Knowledge and awareness of the issues relating to communities from different ethnic and cultural backgrounds and Equal Opportunities.</li> <li>• Understanding and knowledge of the workings of local government including its legal, financial social and political context, the current issues faced in a multi-cultural area and the ability to translate them into service requirements.</li> </ul>	<p>Application Form/Interview/Assessment</p> <p>Application Form/Interview/Assessment</p> <p>Application Form/Interview/Assessment</p> <p>Application Form/Interview/Assessment</p> <p>Application Form/Interview/Assessment</p>
<p><b>EXPERIENCE:</b></p> <ul style="list-style-type: none"> <li>• Experience of delivering high quality interventions to vulnerable children and families with particular emphasis on the service specific area of the role applied for.</li> <li>• Experience of co-working a range of complex cases and ability to take a lead role in resolving issues.</li> </ul>	<p>Application Form/Interview/Assessment</p> <p>Application Form/Interview/Assessment</p>

<ul style="list-style-type: none"> <li>• Experience of effective advocacy work and representation of the council in all forums including court and panels.</li> <li>• Experience of having worked successfully with social care practitioners or practitioners in training in a supervisory or coaching/mentoring capacity.</li> <li>• Experience of chairing meetings including strategy meetings; core group meetings multi-agency professional and child in need meeting</li> <li>• Practical experience of undertaking practice learning reviews (audits) within the context of a Quality Assurance Framework</li> <li>• Experience of working with residents and service users to improve outcomes for children</li> <li>• Demonstrable commitment to diversity issues in both service provision and employment practices and evidenced achievement of positive outcomes.</li> </ul>	<p>Application Form/Interview/Assessment</p> <p>Application Form/Interview/Assessment</p> <p>Application Form/Interview/Assessment</p> <p>Application Form/Interview/Assessment</p> <p>Application Form/Interview/Assessment</p> <p>Application Form/Interview/Assessment</p>
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<p><b>SKILLS AND ABILITIES</b></p> <ul style="list-style-type: none"> <li>• High level relationship and communication skills with children and families, inter and intra agency colleagues, supervisees and senior managers that improve outcomes for children.</li> <li>• Highly able to gather information in a timely and effective way so as to inform judgement for interventions including in crises, and in response to challenge,</li> </ul>	<p>Interview/Assessment</p> <p>Interview/Assessment</p>
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<ul style="list-style-type: none"> <li>• Highly able to carry out risk assessments, manage risk, including in more complex cases, and support other to develop risk management skills.</li> <li>• High level report writing and record keeping skills. Computer literacy skills necessary to work with information management systems and produce good quality data in a variety of formats. The ability to work with word processing packages at a speed commensurate with the responsibilities of the role.</li> <li>• Highly able to deliver relationship based social work that improves outcomes for children.</li> <li>• Highly able to provide reflective supervision to student social workers that supports professional growth and development and improves outcomes for children and families.</li> <li>• Highly able to coach and mentor colleagues in the context of a high challenge high support culture</li> <li>• Highly able to hold accountability for child and family social work practice and its impact on the lives of Newham children</li> <li>• Highly able to demonstrate professional and personal integrity and resilience through a problem-solving and constructive approach</li> <li>• Highly able to use and apply data and management information to achieve continuous improvement</li> </ul>	<p>Interview/Assessment</p> <p>Interview/Assessment</p> <p>Interview/Assessment</p> <p>Interview/Assessment</p> <p>Interview/Assessment</p> <p>Interview/Assessment</p> <p>Interview/Assessment</p> <p>Interview/Assessment</p>
<p><b>OTHER SPECIAL REQUIREMENTS:</b></p> <ul style="list-style-type: none"> <li>• Commitment to the provision of a quality family intervention, which</li> </ul>	<p>Interview/Assessment</p>

<p>safeguards, effects change and promotes equality and partnership with children and parents.</p> <ul style="list-style-type: none"> <li>• Commitment to upholding and respecting children’s rights, views and feelings.</li> <li>• Commitment to challenge discrimination based on race, gender, religion, sexual orientation or disability.</li> <li>• Willingness and ability to work occasional evenings and weekends to maintain service delivery.</li> <li>• This post is subject to an enhanced DBS check.</li> <li>• This post is exempt from The Rehabilitation of Offenders Act (1974).</li> </ul>	<p>Interview/Assessment</p> <p>Interview/Assessment</p> <p>Interview</p> <p>Satisfactory clearance at conditional offer stage.</p> <p>Satisfactory clearance at conditional offer stage.</p>
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