



Job Description

Department: People and Communities

Division/Section: Adult Social Care

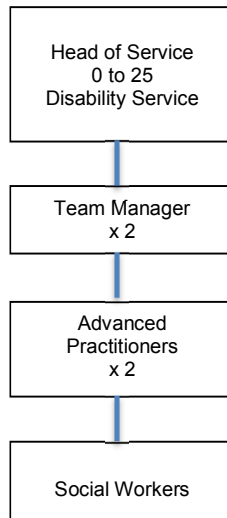
Job Title: Social Worker

Post No:

Grade: GR10: £31,371 to £34,788

Reports to: Team Manager

Organisation Chart:
Show immediate manager and any jobs reporting to this post.



DBS Check applicable?

Basic Standard Enhanced None

Is post exempt under the Rehabilitation of Offenders Act 1974 in respect of declaration of spent convictions?

Yes No

Line Management responsibility for:

No. of direct reports: None

No. of indirect reports: None

Size of budget:

state whether *accountable* for (i.e. budget holder) No or *accounting* for (e.g. monitoring) No

- Job Purpose:**
- 1. To carry a workload reflecting increasing complexity, risk, uncertainty and challenge, in line with the capability of a social worker with a minimum of one year's post qualification experience in a social work role. Regular supervision will be in accordance with the departmental supervision policy.**
 - 2. To work within relevant current legislation and the procedural framework of Peterborough City Council (the Council).**
 - 3. To work collaboratively with children, young people and families/carers to assess their needs and plan and deliver services in accordance with the social work team's service area.**

Main Duties and Responsibilities:

1. Work in partnership with children, young people and families/carers and, through building effective relationships, to elicit their needs and views and promote participation in decision making.
2. Undertake assessments in accordance with statutory/regulatory and operational standards, policy, and procedures for the service and in the context of assessing risk to disabled children and young people.
3. Plan, implement and review a range of interventions for disabled children, young people and families/carers in accordance with statutory/regulatory and operational standards, policy and procedures for the service.
4. Manage a workload independently, seeking support and suggesting solutions for workload difficulties.
5. Make pro-active use of supervision to support effective practice, reflection and career development and to meet the objectives of Performance Development Reviews.
6. Maintain accurate, up to date records safely and confidentially in accordance with the Council's policies and procedures. Produce succinct, well-structured records and reports, clearly recording and reporting analysis and judgements.
7. Pro-actively engage with colleagues and a range of organisations to identify, assess, plan for and support the needs of disabled children, young people and families/carers in order to promote positive change and independence, whilst demonstrating confident and effective judgement about risk to children and young people.
8. Carry out all duties in accordance with the Council's Equal Opportunities Policy and other policies designed to protect employees and service users from harassment. It is the duty of the post-holder not to act in an oppressive or discriminatory manner towards employees or service users. The post-holder should respond to such practice or behaviour by challenging or reporting it.
9. Meet the requirements of the Professional Capabilities Framework, Social Worker level, and of registration with the HCPC in respect of practice standards, conduct and professional development.

- Generic Responsibilities:**
- To carry out all responsibilities with regard to the Council's Equalities Policy and Procedures and Customer Care Policy.
 - To comply with all Health & Safety at work requirements as laid down by the employer.
 - The Council is committed to safeguarding and promoting the welfare of children and vulnerable adults and expects all staff and volunteers to share this commitment.

Flexibility Clause: Other duties and responsibilities expressed and implied which arise from the nature and character of the post within the department (or section) mentioned above or in a comparable post in any of the Council's other sections or departments.

Variation Clause: This is a description of the job as it is constituted at the date shown. It is the practice of the Council to periodically examine job descriptions, update them and ensure that they relate to the job performed, or to incorporate any proposed changes. This procedure will be conducted by the appropriate manager in consultation with the post-holder.

In these circumstances it will be the aim to reach agreement on reasonable changes, but if agreement is not possible the Head of Service reserves the right to make changes to your job description following consultation.

DATE: April 2017

COMPLETED BY: Debbie McQuade