



| JOB DESCRIPTION                                                                                                                                                                                                                                                                                                    |                       |
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| Job Title                                                                                                                                                                                                                                                                                                          | Social Worker         |
| Portfolio                                                                                                                                                                                                                                                                                                          | Social Services       |
| Reports to                                                                                                                                                                                                                                                                                                         | Team Manager          |
| Location                                                                                                                                                                                                                                                                                                           | County Offices, Flint |
| Job Reference/ID Number                                                                                                                                                                                                                                                                                            |                       |
| Job Purpose                                                                                                                                                                                                                                                                                                        |                       |
| To provide a comprehensive social work service in a variety of settings within a framework of relevant legislation and procedures, supporting children, young people, families and groups within the community. Social Workers will take responsibility for a caseload according to qualifications and experience. |                       |

| Principal Accountabilities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
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| <ul style="list-style-type: none"><li>• To form, develop and maintain professional relationships with children and young people and their families through direct casework, supervision, shared activity and counselling, in such a way that the child/young person's family's needs are met.</li><li>• To provide a service, which meets primary needs, promotes development, and assists behavioural difficulties and vulnerabilities</li><li>• To identify and assess risk of abuse, failure to protect, or harm to children.</li><li>• To advise senior managers as to any concerns in respect of children/young people with particular reference to there being at risk of abuse or harm.</li><li>• To identify, contribute to and suggest ideas for good practice and its development, and to take a lead in a special area of responsibility.</li><li>• To value, recognise and respect the diversity, expertise and experience of individuals, families and carers and enable them to make informed decisions and express their needs.</li><li>• To challenge discrimination, disadvantage and other forms of inequality, injustice and oppressive practice.</li><li>• To maximise the financial and material resources available to service users and carer(s) from all possible sources and ensure value for money care packages.</li><li>• Ensure that service users and carers are aware of the Department's Complaints procedures.</li><li>• To case manage child protection work.</li><li>• To understand the changing culture, health and social needs of the locality to inform current and future practice and service provision.</li><li>• To establish good practice by example</li><li>• To provide verbal and written information to aid care planning activities and to provide evidence for assessment of need and care plan approaches.</li><li>• To implement designated actions from care plans.</li><li>• To gather and interpret information on agreed criteria related to the care of a client or implementation of procedures.</li><li>• To lead meetings to define care planning activities and to evaluate evidence for assessment of need and care plan approaches.</li><li>• To set up mechanisms for monitoring and evaluating delegated actions from care plans.</li><li>• To derive and interpret information related to the care of a service user or implementation of procedures</li></ul> |

- To communicate effectively and in the best interests of the client in case conferences, planning meetings, discussions with clients/families, inter-agency personnel, team members and in staff supervision.
- If required, to give evidence in court in relation to care.
- To work within established protocols, negotiate expectations/roles in liaison with others, e.g. in the key worker role / in multi-agency working.
- To represent the Team as required on behalf of a service user - this includes representing individuals and the dept/team in meetings/conference.
- To attend child protection meetings.
- To appropriately challenge the judgements and decisions of others where there is evidence that the needs of those you are working with are not being met.

### ***Administration & Record-keeping***

- To produce clear, precise and understandable records, reports and other documentation within the framework of record-keeping laid down by the Department and Team Management including the preparation and provision of specialist reports as required.
- To ensure that legislation and procedures are adhered to.
- To monitor and check standards.

### ***Service Improvement ideas & Implementation of Changes***

- To contribute ideas on improvements to system and service delivery based on a monitored approach.
- To update self on professional developments, and continually improve own skills and manage own professional development
- To adhere to all policies and procedures of the Team, the Department and the Local Authority, with particular regard to Health & Safety, Lone Working Policy, Equal Opportunities and Anti-Discriminatory Practice.
- To identify, contribute to and suggest ideas for good practice and their development. To implement agreed principles of good practice.

#### **Supervision/Management of People**

Not applicable

#### **Employment Checks/Specific Requirement i.e. DBS**

DBS, Social Care Wales registration

#### **Special Working Conditions**

None

#### **Person Specification**

***The person specification sets out the skill, knowledge and experience that are considered to be necessary to perform the role and will be used in short-listing both at application and***

***interview stage. It is therefore important that you demonstrate on your application how you meet all of the essential requirements.***

| <b>Academic/ Professional Qualification</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Essential / Desirable</b> | <b>How this will be assessed?</b> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-----------------------------------|
| Social Work Qualification                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Essential                    | Application                       |
| <b>Knowledge and Experience</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                              |                                   |
| The post holder needs to be knowledgeable and understand the following<br><ul style="list-style-type: none"> <li>* Children Act 1989 and 2004</li> <li>* Social Services and Well Being Act (2014) Wales</li> <li>* Children (Leaving Care) Act 2000</li> <li>* Mental Health Act</li> <li>* Children and Adoption Act 2005</li> <li>* Health and Safety Legislation</li> <li>* Mental Capacity Act</li> <li>* Human Rights Act</li> <li>* All Wales Child Protection Procedures</li> <li>* Domestic Violence Legislation</li> <li>* Child-care Procedures</li> </ul> | Essential                    | Application/Interview             |
| Experience of liaising with external agencies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Essential                    | Application/Interview             |
| Ability to work under general guidance and direction to ensure outcomes are met.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Essential                    | Application/Interview             |
| A high standard of communication skills - verbal and written.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Essential                    | Application/Interview             |
| Ability to work as part of a team                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Essential                    | Application/Interview             |
| <b>Skills</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                              |                                   |
| It is essential that the post-holder has a high level of personal skills; and is able to deal with conflict, is able to negotiate.                                                                                                                                                                                                                                                                                                                                                                                                                                    | Essential                    | Application/Interview             |
| Good organisational skills are required.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Essential                    | Application/Interview             |
| Commitment to joint working with Health and other partner agencies/colleagues.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Essential                    | Application/Interview             |
| The post-holder will need to have the proven ability to think ahead and to identify potential problems and work out alternative approaches.                                                                                                                                                                                                                                                                                                                                                                                                                           | Essential                    | Application/Interview             |
| <b>Flintshire County Council Core Behavioral Competencies</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Essential</b>             | <b>How this will be assessed?</b> |
| <b>Customer First:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Essential                    | Application/Interview             |

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| Understand our customers (internal and external) and deliver high quality services to meet and exceed their expectation.                                                  |           |                       |
| <b>Working Smarter:</b><br>Being clear about what you are expected to deliver in your job and have the skills, motivation, enthusiasm and commitment to work effectively. | Essential | Application/Interview |
| <b>Working Together/Partnership:</b><br>Building and maintaining positive relationships in order to deliver better services for our customers and employees.              | Essential | Application/Interview |
| <b>Communication:</b><br>Ensuring we understand each other, respect each other express and share ideas and information clearly.                                           | Essential | Application/Interview |
| <b>Change:</b><br>Adapting to change and introducing better ways of doing things, through generating ideas and seeking out the best way to deliver our service.           | Essential | Application/Interview |
| <b>Leading and Managing:</b><br>Leads and motivates self and others to continually improve performance.                                                                   | Essential | Application/Interview |