

Role profile

Job Title:	Newly Qualified Social Worker (generic)	Grade: 9	Spinal column points: 28-30
Department:	Children and Families	Post no.:	Various
Directorate:	Children's Services	Location:	Various

Role reports to:	Practice Manager/Team Manager
Direct reports:	n/a
Indirect reports:	n/a

Job description

Recruitment practices to safeguard and promote the welfare of children and/or vulnerable adults apply to this post in addition to the requirement to obtain a Disclosure and Barring Service (DBS) check.

A newly qualified Social Worker is employed as a registered Social Worker and is part of the Assessed and Supported Year in Employment programme (ASYE). A newly Qualified Social Worker will work in a Social Work Team with the additional support of a Senior Practitioner and the Social Work Academy Team.

Supervision: There will be a combination of reflective and case management supervision undertaken by the Practice Manager/Team Manager or nominated supervisor: First 6 weeks – weekly 6 weeks to 6 months – every two weeks and monthly thereafter.

Employees must meet the requirements of the ASYE programme and of registration with Social Work England in respect of attendance, deadlines for portfolio submission, practice standards, conduct and professional development.

Upon successful completion of the ASYE year with a Pass, progression to a Grade 10 Social Worker role will take place as agreed by the relevant Practice Assessor and Head of Service.

Purpose of role

Work in partnership with children and families experiencing social, emotional, and environmental problems and help them retain independence and live as normal a life as possible in the community. The wishes of children and their families are of vital importance in formulating any plans. Overall, the role is to safeguard and promote the welfare of the most vulnerable children and young people in Ealing through the delivery of high-quality social work services.

Main Duties

Work will be allocated to the Social Worker by the Practice Manager/ Team Manager or nominated supervisor and will be 90 per cent of an experienced Social Worker's case load. As a Social Worker progresses through their ASYE, the complexity of the cases will increase, dependent on the employee's skills, ability and personal development plan. The Social Worker must ensure the well-being and safety of the children /young people they are working with is paramount. This is through analysing all necessary information to complete assessments that comply with statutory requirements and may require the Social Worker to consider alternative care arrangements for the child or young person.

- To work as a part of a departmental/multi-disciplinary team providing consistent, timely, high quality and cost-effective child protection, safeguarding and social work services to the children, young people and families of Ealing.
- To improve outcomes for children and young people, enabling them to have security, stability and enabling them to develop in all aspects of their lives.
- To maintain high standards of professional practice and to be responsible for social work provision in accordance with the legislative and regulatory framework and departmental guidance and procedure.
- The Social Worker will be required to collect and maintain accurate records and update appropriate systems which are both confidential and in-keeping with relevant legislation, e.g. data protection.

Key accountabilities

- In conjunction with a Social Worker or with increased management support, to carry out a range of assessments including assessments of children and their families (taking into account their views) to identify areas of need and/or risk of harm, as well as carers and other extended family members who can support the child.
- Deliver accountable social work to individuals, families, children, young people, or vulnerable adults, including conducting interviews, assessments of need and risk, and developing care plans to safeguard and promote welfare. This includes identifying risks of harm (e.g., abuse, neglect) and managing proportionate interventions.
- Undertake all social work on allocated cases (with a reduced caseload during ASYE), including short-term assessments, direct interventions, outcome planning, and regular reviews. Build purposeful relationships with service users, ensuring their voice is central, and use evidence-based tools to achieve positive change.

- Maintain accurate, timely records of all work; produce reports, correspondence, and professional documentation for meetings, courts, conferences, and service users. Ensure compliance with data protection, policies, procedures, and legislation.
 - Identify and address risks, including cumulative harm; participate in child protection, mental health, or adult safeguarding processes. This may involve court work, giving evidence, and securing alternative care arrangements (e.g., foster care or adoption).
 - Develop effective working relationships with multidisciplinary teams, other agencies, and professionals; make referrals and participate in meetings (e.g., child protection conferences). Ensure equalities and diversity needs are addressed for all communities.
 - Contribute to duty systems, team supervision, reflective practice sessions, and ASYE requirements (e.g., 10% protected time for development). Proactively use supervision to reflect on practice and ensure safety for self and others.
 - Actively participate in the ASYE programme, including completing a Professional Development Plan (PDP), attending training, reflective groups, and assessments at 3, 6, 9, and 12 months. Collect evidence of progress against PCF and KSS.
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- To undertake supportive and preventative work with individuals and families including supporting a family to maintain caring for a child at home as well as supporting children who are looked after and their carers. This may also include providing support to foster carers employed by Ealing.
 - To help families identify areas of difficulty, then identifying and assist in obtaining the appropriate support for them.
 - To undertake regular visits as required to families, foster carers and young people looked after by Ealing in accordance with Ealing's timescales for best practice.
 - In close conjunction with, and directly led by an experienced Social Worker, to take the necessary action to arrange alternative care for children in need who cannot continue to be cared for within the community and without the intervention of the department.
 - To work with children who are looked after by the department or referred by outside agencies and to work towards rehabilitation wherever appropriate. To work in partnership with families and all other parties involved in a child's life to develop care plans that meet the needs of children and young people.
 - To support children in placements and enable good communication between families and professionals.
 - To provide an "After Care" service to young people who have been looked after by the department or referred by outside agencies. To support and enable care leavers to adjust to independence and achieve their full potential.

- To visit young people to support them in developing their independence.
- To investigate cases and ensure the welfare of children cared for privately by person/s other than relatives. To undertake welfare reports and assessments, as directed.
- To support lead Social Workers in carrying out section 47 child protection investigations (until such times the postholder has gained the necessary experience to lead without support).
- To prepare and submit Court reports and present them to Court. To undertake the supervision of persons as required by the Courts.
- Court reports can take the form of statements and care plans for care proceedings as well as welfare recommendations regarding Residence and Contact Orders and in Adoption hearings. Specifically, to undertake section 7 welfare reports for Residence and Contact Orders.
- In conjunction with an experienced Social Worker, to investigate all cases referred where children or young people are thought to be in need of care and control, exposed to danger, ill treatment or neglect and to take appropriate action.
- To maintain a sound and up to date working knowledge of relevant legislation, regulation, guidance and best practice.
- To keep and maintain accurate, quality and up to date records on cases, using the appropriate computer systems, of visits made and all other work carried out.
- To liaise with other agencies and multi-disciplinary professionals to ensure the best outcomes for children.
- As part of case management, liaise with relevant colleagues in other service areas and Council Departments.
- To maintain confidentiality and observe the principles of data protection; be able to recognise and respond appropriately to situations where it is necessary to share information to safeguard service users, carers or others.
- To be proactive in implementing the Council's Equality and Diversity policy, both in professional practice and service delivery.
- To support the Council's vision for Children's Services in line with overall corporate objectives.

- To develop a comprehensive knowledge and understanding of departmental policies and procedures.
- To represent the team on working groups or liaison/multi-disciplinary meetings which may include Health, Housing and other agencies.
- Take responsibility for own continuous professional development and learning.
- To contribute to training and development activities on practice issues.
- All post holders are bound by Ealing Council's Code of Conduct
- To undertake health and safety duties commensurate with the job and/or as detailed in the Directorate's Health and Safety Policy
- The Social Worker will undertake duty tasks as required. Duty tasks will require telephone calls, visits or attending meetings.

Key performance indicators

- Ensuring statutory responsibilities are met in relation to the Children Act 1989 and all other Court legislation, regulations and guidance.
- Ensuring that all cases are handled to the highest professional standard and within the legal/ethical boundaries of the profession. Cases to be managed as expediently as possible ensuring the right outcomes for the children at risk in the Borough.
- Ensure the voices of children and families are consistently captured through different approaches, including use of digital applications.
- Personal professional practice is closely aligned to the standards laid out in the Professional Capabilities Framework and movement towards satisfying the Knowledge and Skills statement for Child and Family Practitioners 2018.
- Understand the principles of the Ealing Brighter Futures practice model in Ealing, engage with the training and demonstrate use and understanding in all areas of working with children and young people and their families.

Key relationships (internal and external)

- Children and Families Directorate
- Staff and services within Children's Services
- Legal department
- Police
- Schools
- Health
- Voluntary Services
- Social Care Training & Development
- Social Work England
- Voluntary Services

- Social Care Academy
- Practice Educator
- Principal Social Worker
- Social Work England
- Ealing Fostering Panel Advisor
- Ealing Foster Carers Association
- Ealing Parent Carers Forum
- CAFCASS
- Home Office
- West London Child and Family Court
- Adopt London West

Authority level

- No direct supervisory reports or financial resources.
- Observes departmental policies, procedures and codes of practice.

Person specification

Community and partnership working are essential for all roles as are a commitment to Equality, Diversity and Inclusion and ensuring Health and Safety at Work for everyone working at Ealing Council.

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Candidates, please address the criteria marked with () only in your application. Please give examples.**

Essential knowledge, skills and abilities

- 1 ****** Ability to practice within the legal and ethical boundaries of the profession, managing dilemmas and conflicting values professionally in practice and respecting the confidentiality and the dignity of others.
- 2 Knowledge and application of relevant legislation and associated policies, theories and frameworks to inform social work practice.
- 3 Demonstrate and apply in practice a working knowledge of child development, family dynamics, current social work research and theories.
- 4 Ability to apply a wide range of knowledge and skills to help build family relationships, resource and resilience so that the welfare of the child is paramount.

- 5 ******Strong analytical and observation skills for risk assessment; excellent communication (verbal, written, IT); ability to build relationships amid resistance; time management and prioritization; resilience and calm under pressure; commitment to anti-oppressive, strengths-based practice.
- 6 Knowledge of child development, parenting impacts, or adult care needs; experience with challenging behaviours; familiarity with London-specific demographics (e.g., cultural diversity, over 170 languages spoken).
- 7 ******Ability to work with service users from diverse backgrounds and an understanding of the impact of discrimination in the delivery of services to children and families.
- 8 ******Working knowledge of the impact of adult behaviours (e.g. mental health, substance misuse, domestic violence) on family functioning.
- 9 Ability to prioritise work, exercise initiative and use personal authority appropriately.
- 10 ******Ability to critically reflect upon and analyse information from a wide range of evidence sources to inform decision-making.
- 11 ******Effective interpersonal and communication skills to enable sound dialogue with service users, colleagues and other multi-disciplinary professionals.
- 12 ******Ability to write to a professional standard.
- 13 ******Ability to identify and assess levels of risks and needs.
- 14 ******Ability to use effective evidence-based interventions to plan, engage, monitor and evaluate the outcome of those interventions.
- 15 ******Ability to take responsibility for own conduct, practice and learning; active engagement in personal continuous professional development and supervision and understanding of the value of these.
- 16 Ability to use knowledge of theory, research and reflective practice to shape childcare planning and family support.
- 17 Ability to use IT systems and software packages to maintain accurate and comprehensive work records (e.g. assessments, reviews and plans).
- 18 Knowledge and understanding of the rights of children, young people, and families/carers to access independent advocacy and complaints processes.

Essential qualification(s) and experience

1. Professional social work qualification. Degree in Social Work or equivalent qualification

2. Social Work England registration.

Values and behaviours

Improved life for residents	Trustworthy	Collaborative	Innovative	Accountable
<ul style="list-style-type: none"> • Is passionate about making Ealing a better place. • Can see and appreciate things from a resident point of view. • Understands what people want and need. • Encourages change to tackle underlying causes or issues 	<ul style="list-style-type: none"> • Does what they say they will do on time • Is open and honest. • Treats all people fairly 	<ul style="list-style-type: none"> • Ambitious and confident in leading partnerships • Offers to share knowledge and ideas. • Challenges constructively and respectfully listens to feedback. • Overcomes barriers to develop our outcomes for residents 	<ul style="list-style-type: none"> • Try out ways to do things better, faster and for less cost. • Bringing ideas from outside to improve performance • Takes calculated risks to improve outcomes. • Learn from mistakes and failures 	<ul style="list-style-type: none"> • Encourages all stakeholders to participate in decision making. • Make things happen. • Acts on feedback to improve performance. • Works to high standards