

## **Social Worker – Locality Team**

### **Job Description**

**Position Pay Level:** 7

**Position Pay SCP:** 30 - 35

**Salary:** £43,253 - £48,795 (Inclusive of Local Weighting of £1130 per annum)

**DBS requirement:** Enhanced

**Reports to:** Practice Lead

Working within a Community Team and applying a strengths-based, person centred model of social care, Social Worker will hold a caseload of residents and/or their carers, undertaking appropriate assessments, care and support plans and reviews in accordance with legislation, Council and Departmental Procedures and best practice.

### **Financial Responsibilities:**

No direct financial responsibilities – however, a key part of the role is to identify ways to support individuals and their carers through conducting strength-based conversations and finding community-based resources where appropriate. Where Local Authority funded services are indicated, the role requires that services are arranged in a cost-efficient way and that individuals are aware of the Department's financial contributions policy.

### **Main purpose of Job:**

- To provide holistic assessment, care & support planning and review activities as required, ensuring risks have been identified and addressed in order to provide safe, personalised, strengths-based care & support plans to meet the specific needs and outcomes of residents
- To support residents to remain in the community by means of practical and emotional support as part of an agreed care and support package
- To respond appropriately and in a timely manner to customer enquiries and provide accurate information to members of the public
- To support residents where a Safeguarding concern has been raised to ensure the process is person centred and ensure they are able to be involved and have their say

## **Main Accountabilities:**

- To facilitate and support service users to undertake supported self-assessments and make informed choices about the services they receive.
- To work with individuals and be able to undertake assessments of risk, need and capacity, responding appropriately when necessary
- To understand the key concepts of the knowledge base relevant to Social Work. To have an excellent working knowledge of the Care Act, Mental Capacity Act, Continuing Health Care and Safeguarding practice.
- To facilitate service users in the identification of services within the community and purchasing of services on their behalf to meet both their short term and long term needs.
- To understand the key concepts of Telecare and how these apply to keeping people safe in the community and purchasing of services on their behalf to meet both their short term and long term needs
- To refer, liaise, consult and work effectively with other professionals in order to identify and meet service user/carers needs e.g. Social Care Staff, NRS Equipment Service, Health Care Professionals, Housing Partners, Home Improvement Agencies and contractors
- To positively contribute to the achievement of joint working practice within Community Locality teams, across Slough Borough Council departments and external partners
- To facilitate service users and carers in the identification of assessment and support plans using appropriate tools to enable validation
- To ensure financial competency in relation to support planning and SBC charging policy and Mental Capacity Act
- To hold a caseload of a level of complexity and provide case management, guidance support and expert advice to social care staff and students, as and when required.
- To ensure a high level of data quality for all information recorded, ensuring that the information is timely, accurate and complete.
- To routinely liaise with the Financial Assessment team and ensure Service User compliance with the Slough Borough Council charging process

- To record, investigate and respond to safeguarding work, complaints and compliments, and provide detailed and professional responses in accordance with relevant standards and time frames.
- To contribute to the enhancement of practice in the department, both individually and within the team. To engage in evidence based practice, evaluate practice systematically and participate in audit purposes.
- Through a strength based conversation to promote a person's wellbeing and focus on early and preventative interventions by handing power to individuals and communities, encouraging them to take more responsibility by using their often untapped strengths, skills and passions.
- Building strong relationships with team members, outside agencies and professionals for day-to-day operational activities. These are likely to include GP's, social work and health care professionals, housing providers and related departments
- Required to act as duty worker and provide enquiry lead safeguarding responsibilities
- Take action to prevent hospital admission and to support residents in hospital where necessary.
- Through strength-based conversations provide support, advice and guidance to clients and those in their support network which builds on their interests, skills and experience and/or promotes independence
- Helping clients to make applications for accommodation and to set up and maintain their homes safely and within their budget
- To be responsible for recording details on the electronic LAS system, ensuring all records are accurate and up to date for collection of statistical data. To comply with relevant local information governance policies, legislation and Data Protection.
- To ensure on-going work, care and support plans are reviewed in accordance with Departmental policies, contractual agreements and in liaison with appropriate colleagues, partner agencies and service providers.
- To maintain safe practice in the workplace and when out in the community (lone working) by following Health & Safety legislation and regulations.

**Person Specification:**  
**Social Worker – Locality Teams**

| Area                        | Description                                                                                                              | Essential/<br>Desirable | Method:<br>Application<br>(A)<br>Interview (I)<br>Test (T) |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------|-------------------------|------------------------------------------------------------|
| <b>Experience</b>           | Experience of working with a range of partners in an appropriate Health or Social Care Setting                           | E                       | A/I                                                        |
|                             | Experience of undertaking risk assessments, Mental Capacity and Best interest's assessments                              | E                       | A/I                                                        |
|                             | Experience of Personalisation and Self-Directed Support – Care Act                                                       | E                       | A/I                                                        |
|                             | Experience of balancing complex workloads, setting priorities and making decisions.                                      | E                       | A/I                                                        |
| <b>Skills and abilities</b> | Effective interpersonal skills in order to communicate effectively with service users, colleagues and partner agencies   | E                       | A/I                                                        |
|                             | Ability to plan, prioritise and work effectively                                                                         | E                       | A/I                                                        |
|                             | An ability to be sensitive to the needs of Slough's ethnically and culturally diverse community                          | E                       | A/I                                                        |
|                             | Ability to work within a changing environment providing services to vulnerable clients                                   | E                       | A/I                                                        |
|                             | An ability to develop effective relationships with other staff, partner agencies and the public                          | E                       | A/I                                                        |
|                             | Ability to carry out personalised assessments including risk assessments, Mental Capacity and Best Interests Assessments | E                       | A/I                                                        |
|                             | To keep high standards of personal and professional conduct and professional appearance                                  | E                       | A/I                                                        |
|                             | Ability to coach, mentor and supervise other staff on complex cases                                                      | E                       | A/I                                                        |

| Area                               | Description                                                                                                                     | Essential/<br>Desirable | Method:<br>Application (A)<br>Interview (I)<br>Test (T) |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|-------------------------|---------------------------------------------------------|
| <b>Knowledge and understanding</b> | Working knowledge of the relevant legislation and theories underpinning the provision of services to the relevant client group. | E                       | A/I                                                     |
|                                    | Good working knowledge of directorate and corporate policies, procedures and practice including safeguarding procedures         | E                       | A/I                                                     |
|                                    | Good understanding of joint working with partner agencies                                                                       | E                       | A/I                                                     |
|                                    | Working knowledge of financial procedures appropriate to the job                                                                | E                       | A/I                                                     |
|                                    | Working knowledge of the Mental Capacity Act                                                                                    | E                       | A/I                                                     |
|                                    | Awareness of data protection and confidentiality issues                                                                         | E                       | A/I                                                     |
|                                    | Awareness of legislation relating to equal opportunities and a commitment to equality and diversity                             | E                       | A/I                                                     |
| <b>Qualifications</b>              | Relevant degree, related to profession, e.g. Social Work, Occupational Therapy or Nursing                                       | E                       | A                                                       |
|                                    | Current registration with Health & Care Professions Council (HCPC)                                                              | E                       | A                                                       |
|                                    | Full UK Driving Licence and access to daily use of a car                                                                        | E                       | A                                                       |
|                                    | Post Qualification Attainment                                                                                                   | D                       | A/I                                                     |