



Role Profile

Advanced Social Work Lead

Adult Social Care

People Directorate

Role Profile: Advanced Social Work Lead	Role Profile Number: SBC_12597
Directorate: Adults	Reporting to: Team Manager
Grade: CFL 11	Date Prepared: January 2026

Our Values

Our [Values](#) shape how we work for the people of Swindon. They guide how we make decisions, how we deliver services and how we work with our communities and partners.

Our Values are:

We SEE – people, not problems – and stay curious to understand their story.

We HEAR – each other and the people we serve

We CARE – about our colleagues, our residents and our community

We ACT – with integrity, accountability and purpose

We LEARN – from data, feedback and experience so we keep improving

These five values describe the standards we hold ourselves to as a Council, and what residents and partners can expect from us.

The Swindon Commitment

The [Swindon Commitment](#) shows how we bring our Values to life every day, in every role, across all that we do. It turns our Values into practical promises between the Council, our colleagues and the people we serve so we can work together to deliver the best possible services and support.

Created with colleagues from across the organisation, the Swindon Commitment sets out a shared understanding of how we work, lead and behave. Rooted in our five core values, it reflects how we listen to, include and respond to residents, communities and each other.



Purpose:

The Advanced Social Work Practitioner will provide high-quality professional leadership, support, and supervision to Social Workers and unregistered social care staff. The role will support staff undertaking assessments, reviews, support planning, case management, and safeguarding activities, ensuring practice is consistently safe, effective, and person-centred.

The post holder will play a key role in embedding quality assurance, strengthening practice standards, and supporting performance management. They will enable staff to understand and contribute to service development and change, acting as an effective link between frontline practice and senior leaders across Adult Social Care.

Key responsibilities and accountabilities:

- To ensure the day-to-day management of Social Work functions is effective in its delivery of strength-based Social Work.
- Take a lead role in promoting safeguarding within the team in line with Swindon policy and procedures for safeguarding adults.
- Ensure practice is in line with relevant legislation, including (but not limited to) The Care Act (2014), The Mental Capacity Act (2005), The Mental Health Act (1983) and local policies, procedures and good practice guidelines whilst ensuring all interventions embrace principles of least restrictiveness, personalisation, and social inclusion.
- Participate in the planning, prioritising and allocation of work within the team ensuring timescales are met as set out in performance requirements.
- Oversee and support staff, providing advice and direction, working alongside Social Workers and Social Care Practitioners where appropriate.
- Provide specific operational professional advice and guidance to team managers, Heads of Service, Directors, and commissioning colleagues on a broad range of issues relevant to social work.
- Support the quality assurance of statutory documents within their scheme of delegated responsibility.
- Provide weekly one to one (and group) supervision to support decision making.
- Contribute to and participate in development of best practice in social work in conjunction with the Principal Social Worker.
- Operate within defined budgets for social care and participate in performance management reviews, working closely with the team manager to monitor, analyse and improve team performance.
- Work to resolve complaints at the informal stage to achieve early resolution and support formal investigations of complaints providing technical expertise.

Supplementary Accountabilities

- Demonstrate independent critical judgement, to problem solve in complex and unpredictable situations and to effectively manage conflict.
- Working with older people with short and long term and complex needs providing care and support to enable people to be as independent as possible. This could include people with
- Learning Disabilities, Autism, physical and Mental health disabilities

Managerial

- To provide effective, professional supervision to Social Workers and Social Care practitioners.
- Able to plan, chair and contribute to meetings
- Quality Assurance of (including but not limited to) assessments, support plans, reviews, Mental
- Capacity Assessments and Best interest decisions.

Professional

- Work in collaborative partnerships with colleagues from across the council, health and other stakeholders within the voluntary and community sector which promote well-being, social inclusion and resilience.
- Ensuring a strong commitment to anti-discriminatory and oppressive practice.
- Participate in and where appropriate chair meetings of internal / external partners and other agencies, for example; Best Interest decision maker, or facilitation of this, CHC joint decisionmaking panels, etc.
- Always operating within the professional ethics and disciplines of Social Work as described in the BASW code of ethics and Social Work England code of practice.
- Communicate effectively with people at all levels with positive and person-centred approaches, including via written reports.
- Provide advice and guidance on complex issues which could be contentious and challenging in nature.

Decision making:

- Decision making responsibilities as set out in the Adults scheme of delegation.
- Make business decisions based on up-to-date specialist knowledge and analysis.
- Supporting staff to conduct statutory and / or complex / specialist assessments of individuals' circumstances and issues to determine intervention / referral to appropriate service.
- Work closely with others to clarify changing service requirements.
- Identify, recommend, and support the development and delivery of improvements in processes and procedures.

Creativity and innovation

- Curious and passionate advocate for adult social care applying innovative thinking to complex system and service challenges driving improvements in outcomes and experiences.
- Applying professional knowledge and experience to interpret and recommend policy, resolve

complex issues, proactively anticipating problems and deliver solutions which enhance the quality and efficiency of services.

- Plan/co-ordinate/deliver training activities which support knowledge sharing both internally and externally, where appropriate.

Job Scope

Number and types of jobs managed:	5-8 Direct Reports Social Workers, Social Care Practitioners
Budget Holder:	No
Budget Value:	N/A
Asset Responsibility:	N/A

PERSON SPECIFICATION

Qualifications:	Essential or Desirable
• Quailified Social Worker, Degree in relevant profession with evidence of post qualifying learning and development. • Social Work England Registered. • Qualification or commitment to undertaking Post graduate qualification in a relevant area, e.g..Educator or Best Interests Assessor or Approved Mental Health Professional. • Evidence of or a commitment to Leadership and/or Management. Training/Qualifications	E E D D
Knowledge and Experience:	
• Significant relevant Social Work professional experience post qualification. • Expert knowledge of relevant policy, systems, work practices, professional guidelines, legislation, and a good understanding of emerging developments in their area of specialism. • Evidence of professional development including contributing to the development and learning of others individually and as part of a team. • Experience of working in Partnership with people, other professionals and external organisations.	E E E E

• Experience of supporting people through change and developing and implementing practice policies and other changes. • Experience of providing supervision appraisals and professional to staff. • Experience in audit and/or engagement in research. • Experience in monitoring financial spend.	E E E E
Aptitudes, Skills and Competencies:	
• Evidence of the ability to assume responsibility, exercise professional judgement, and make decisions on own initiative. • Excellent ICT skills including use of Microsoft applications and specialist systems • Proven assessment and investigation skills appropriate to the scope of the role. • Ability to carry out and/or support others with complex assessments. • Excellent interpersonal and communication skills • Accurate record keeping and report writing skills • Good Presentation skills • Proven Organisational skills, including the ability to work under pressure, prioritisation and meet deadlines. • Taking responsibility for own professional development and commitment to evidenced based practice	E E E E E E E E

Other Key Features of the role

It should be noted that the duties and tasks associated with this post may change from time to time without altering their general character or the level of responsibility entailed. The above duties and activities associated with this job are neither exclusive nor exhaustive and the job holder may be called upon to carry out other such appropriate duties as may be required within the grading level of the job.

