

Job Profile comprising Job Description and Person Specification

Job Description

Job Title: School-based Social Worker	Grade: PO3
Section: MASH	Directorate: Children's Services Department
Responsible to following manager: N/A	Responsible for following staff: N/A
Post Number/s: TBC	Last review date: December 2020

Working for the Richmond/Wandsworth Shared Staffing Arrangement

This role is employed under the Shared Staffing Arrangement between Richmond and Wandsworth Councils. The overall purpose of the Shared Staffing Arrangement is to provide the highest quality of service at the lowest attainable cost.

Staff are expected to deliver high quality and responsive services wherever they are based, as well as having the ability to adapt to sometimes differing processes and expectations.

The Shared Staffing Arrangement aims to be at the forefront of innovation in local government and the organisation will invest in the development of its staff and ensure the opportunities for progression that only a large organisation can provide.

Job Purpose

Specific Duties and Responsibilities

Generic Duties and Responsibilities

- To contribute to the continuous improvement of the services of the Boroughs of Wandsworth and Richmond.
- To comply with relevant Codes of Practice, including the Code of Conduct and policies concerning data protection and health and safety.

- To adhere to security controls and requirements as mandated by the SSA's policies, procedures and local risk assessments to maintain confidentiality, integrity, availability and legal compliance of information and systems
- To promote equality, diversity, and inclusion, maintaining an awareness of the equality and diversity protocol/policy and working to create and maintain a safe, supportive and welcoming environment where all people are treated with dignity and their identity and culture are valued and respected.
- To understand both Councils' duties and responsibilities for safeguarding children, young people and adults as they apply to the role within the council.
- The profile is not intended to be an exhaustive list of the duties the post holder will carry out. Other reasonable duties commensurate with the level of the post, including supporting emergency and priority situations, will form part of the role.

Additional Information

Person Specification

Job Title: School-based Social Worker	Grade: PO3
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Our Values

THINK BIGGER

EMBRACE DIFFERENCE

CONNECT BETTER

LEAD BY EXAMPLE

PUT PEOPLE FIRST

Our Values are embedded across the SSA and throughout all roles and responsibilities at all levels of the organisation. Please [familiarise yourself with our values](#) as they are an integral part of our recruitment and selection process.

Person Specification Requirements			Assessed by A/I/T/C (see below for explanation)
Knowledge	Essential	Desirable	Assessed
Knowledge and understanding of the needs of children and young people; the ability to work effectively with children and their parents/carers and involve them in decision making.	Yes		A & I
Applied knowledge of relevant legislation, guidance and best practice in safeguarding children, including the statutory duties of the Local Authority in ensuring the protection of children.	Yes		A & I
Strong team working skills to give and gain the support of team colleagues.	Yes		A & I

A good understanding of prejudice and discrimination and the need for a Council policy on equal opportunities in service provision and a strong commitment to anti-discriminatory practice.	Yes		A & I
Experience	Essential	Desirable	Assessed
Experience of working together with others, across voluntary and statutory agencies, providing a social work service to children in need and their families, gained in statutory settings. A &		Yes	A & I
Ability to use supervision and appraisals to maximise personal effectiveness and for professional development.		Yes	A & I
Ability to work flexible hours as required to meet the needs of children, young people and their families	Yes		A & I
Skills	Essential	Desirable	Assessed
Effective oral and written communication skills, including formal report writing.	Yes		A & I
Applied skills in a range of social work approaches and methods especially assessment, planning, implementation and review, facilitating the team around the child, aimed at improving outcomes and the life chances of vulnerable children.	Yes		A & I
Ability to carry out assessments, including risk assessments, collecting and analysing all relevant information and following current guidance on the assessment of children in need and their families.	Yes		A & I
Ability to organise and prioritise own workload and to work under pressure, maintaining quality standards and meeting deadlines.	Yes		A & I
Ability to maintain accurate and up to date children's case records in compliance with Council procedures	Yes		A & I
Qualifications	Essential	Desirable	Assessed
Diploma in Social Work, CQSW, CSS, Bachelors or Masters Degree in Social Work or other professional social work qualification recognised by the GSCC for the purposes of registration in the UK.	Yes		A & C
SWE Membership	Yes		A & C

A – Application form / CV

I – Interview

T – Test

C - Certificate