

Job Profile comprising Job Description and Person Specification

Job Description

Job Title: Consultant Social Worker	Grade: PO4
Section: Children's Specialist Services	Directorate: Children's Services Directorate
Responsible to Following Manager: Team Manager	Responsible for Following Staff: N/A
Post Number/s:	Last Review Date:

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

This job description builds on and supplements the core job description for all children's social workers, which continues to apply to those practitioners progressing to the consultant and principal grades.

Consultant Social Workers (CSWs) possess advanced social work knowledge and skills related to improving outcomes for children in need. They consistently demonstrate a high level of competence and confidence in the full range of social work tasks with children and families, particularly in relation to child protection, court proceedings, work with looked after children, work with disabled children and partnership working.

CSWs hold a full caseload, including some of the more complex and challenging cases. They provide mentoring and coaching to other members of the team, particularly trainees and

newly qualified social workers. They provide accredited practice teaching to student social workers.

CSWs model core social work values, best practice and a strong commitment to continuous improvement.

CSWs are expected to achieve high practice standards and meet performance targets within their workload. CSWs contribute to the learning culture of the team by sharing their knowledge and skills with colleagues.

CSW posts provide a useful route for career progression towards becoming a social work manager.

Specific Duties and Responsibilities

1. Act in the role of the lead professional in complex, statutory cases that require a qualified children's social worker, particularly child protection, care proceedings and looked after children cases;
2. Undertake the full range of social work tasks, with children in need and their families; assessment, planning, implementation and review (APIR);
3. Bring together and coordinate the team around the child to ensure a multi-disciplinary approach to APIR and safeguarding;
4. Establish and develop collaborative working with allied health and social care practitioners from children's and adults' services;
5. Promote and model effective working arrangements with schools, children's centres and other settings;
6. Develop and disseminate a good understanding of evidence based practice, integrating models of best practice into day-to-day service delivery;
7. Help to identify learning needs within the team and contribute to the development of a team learning plan, including review of the impact of training on the quality of practice and outcomes for children;
8. Take part in working groups set up to improve the quality of practice and service delivery;
9. Contribute to case/practice audits and take part in peer audits as required;
10. Engage positively with professional supervision and annual appraisal/PrP review, taking personal responsibility for the quality of practice;
11. Achieve practice standards and meet targets to improve performance consistently;

12. Act in the role of mentor and provide coaching as required to trainee and newly qualified social workers;
13. Provide accredited practice teaching for social work students on placement with the team;
14. Actively support the delivery of team based learning sets and development days;
15. Contribute to the development and delivery of the Team Improvement Plan;
16. Promote and model the key policies of the Council in relation to social care with children and families, especially multi-disciplinary working, integration and whole family approaches;
17. Develop professional expertise in two or more of the key risk factors affecting the welfare of children; parental alcohol/substance misuse; parental mental health problems; domestic abuse; learning difficulties; and homelessness;
18. Develop a high level of competence and confidence in the use of the Council electronic case recording/reporting tool and the implementation of the Integrated Children's System;
19. Promote and demonstrate the meaningful participation of children, young people and parents/carers in the process of APIR, in all aspects of decision making and in shaping service delivery;
20. Understand, promote and integrate into practice Council policies in relation to valuing diversity and promoting equalities.

Main Responsibilities and Duties of the Post

1. To lead in operating a placements duty service for Children Looked After. To work closely with professional colleagues and partners to create appropriate packages of care to facilitate their successful placement with in-house carers.
2. To co-operate with administrator colleagues in undertaking appropriate administrative tasks relating to Placements and Commissioning processes, to ensure that all necessary administrative tasks are completed.
3. To lead creative thinking in the Team Around the Child to promote local placements with support from other colleagues and networks. To operate the principle of offering children the opportunity to live in placements that best promote their opportunities to retain local and birth family links in order to promote their chances of returning safely to live with birth families wherever possible.
4. To support Placements Commissioning by offering cover and additional support where required. To learn and develop an understanding of Commissioning processes and tasks as a

skill set which complements CLA Placements Duty and achieves integrated partnership working within the service.

5.To liaise share information with other agencies and partners as appropriate. To develop partnership and integrated working in all areas and contribute to working as a team around the child.

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 Shared Staffing Arrangement will keep its structures under continual review and as a result the post holder should expect to carry out any other reasonable duties within the overall function, commensurate with the level of the post.

Person Specification

Job Title: Consultant Social Worker	Grade: PO4
Section: Children's Specialist Services	Directorate: Children's Services Directorate
Responsible to: Team Manager	Responsible for: N/A
Post Number/s:	Last Review Date:

Our Values and Behaviours¹

The values and behaviours we seek from our staff draw on the high standards of the two boroughs, and we prize these qualities in particular –

- taking responsibility and being accountable for achieving the best possible outcomes – a 'can do' attitude to work
- continuously seeking better value for money and improved outcomes at lower cost
- focussing on residents and service users, and ensuring they receive the highest standards of service provision
- taking a team approach that values collaboration and partnership working.

Person Specification Requirements	Assessed by A & I/ T/ C (see below for explanation)
Knowledge	
1. In-depth knowledge of relevant policy, legislation, guidance and best practice in safeguarding children, including the role of the Local Authority in ensuring the protection of children. Understanding of the importance of commissioning and creatively working with partners to achieve care packages which promote placement stability and successful outcomes for children placed in public care.	A & I
2. Extensive knowledge of evidence-based practice and a track record of integrating this into own practice and service	A & I

¹ These values and behaviours will be developed further as the SSA becomes established.

delivery, and the ability to identify appropriate interventions and commission relevant services, taking into account equality characteristics in accordance with the Equality Act 2010.	
Experience	
3. Significant experience of working with others, across voluntary and statutory agencies, to provide a social work service to children in need and their families, gained in statutory settings at a senior practitioner level, undertaking the full range of statutory social work tasks (Assessment, Planning, Implementation and Review), with a diverse range of service users.	A & I
Skills	
4. Ability to read and understand Form F assessments of foster carers and use them appropriately to match children to placements.	A & I
5. Ability to contribute effectively in promoting the confidence and ability of foster carers and providers to offer placements to children and young people looked after.	A & I
6. Effective oral and written communication skills, including formal report writing.	A & I
7. Ability to use and make best use of the appropriate IT systems to record case work, practice and performance, and to contribute to producing relevant data and management information for the purpose of monitoring work in progress and ensure accurate reporting.	A & I
8. Ability to convey professional leadership and represent the team/service/department at forums, meetings and working groups including chairing case meetings, involving service users and representatives from other agencies.	A & I
9. Ability to organise and prioritise own workload, to work under pressure and meet deadlines.	A & I
	A & I

10. Ability to use supervision to maximise personal effectiveness and for professional development.	
Qualifications	
11. Diploma in Social Work, CQSW, CSS, Bachelors or Masters Degree in Social Work or other professional social work qualification recognised by the HSCC for the purposes of registration in the UK and to hold the Higher Specialist Award or equivalent (or the ability to achieve the HAS within two years of appointment).	A & C
Values	
12. 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.	A & I
Other requirements	
13. Ability to work flexible hours as required to meet the needs of children, young people and their families. To travel around London, to and from university and beyond the area as required.	A & I

A – Application form

I – Interview

T – Test

C - Certificate