**Job Profile comprising Job Description and Person Specification**

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| **Job Title:**  Rough Sleepers Specialist Senior Social Worker | **Grade**:  PO4 |
| **Section:**  Adult Social Care Services | **Directorate:**  Adult Social Care and Public Health |
| **Responsible to following manager:**  TBC (within Adult Social Care-MH) | **Responsible for following staff:** |
| **Post Number/s:** | **Last review date:**  December 2022 |

**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**

* To contribute to the borough’s street homelessness strategy in the professional safeguarding arena across Adult Social Care and health commissioning areas.
* To engage assertively with the rough sleeping population, jointly working with the Outreach Team and undertake assessments of need under the Care Act.
* Contribute to and support further development of multi-agency forums and meetings.
* To hold a caseload in respect of individuals who are known to Rough Sleepers services and appropriate partner organisations, as and when required, in line with locally agreed referral pathways and procedures.
* To develop strong links with local street homeless services with a priority on: Street Outreach, Substance Use, Primary and Secondary Health services, Local AMHP and local Enforcement and Police services. (List not exhaustive)
* Ensure quality and value for money at all times whilst ensuring that the service complies with relevant legislation, regulations and policies.
* To link closely with Rough Sleeping Coordinator for Richmond and Wandsworth.

**Specific Duties and Responsibilities**

* To provide a robust and flexible initial response to statutory Care Act 2014 assessment and risk assessment requirements for homeless and rough sleeper adult referrals.
* To provide specialist senior social work case management input to individuals impacted by homelessness and rough sleeping issues.
* To develop strong and effective partnerships with all partner organisations directly involved with the support of and to people who are experiencing homelessness and rough sleeping issues in the boroughs of Richmond and Wandsworth.
* Maintain accurate and meaningful records within local authority database Mosaic in order to inform data collection for informed responses to homelessness and rough sleeping issues.
* Ensuring adults at risk who require further action under Richmond and Wandsworth ’s responsibilities to protect adults at risk from harm or abuse under the Care Act (2014) receive the most appropriate and proportionate safeguarding response.
* Provide, timely, creative and robust assessment/risk responses for referrals of street homeless and rough sleeping adults brought to notice by locally agreed pathways and procedures
* Contribute to the development and implementation of local policies, procedures and systems in partnership with the local Rough Sleeper Coordinator.
* To work in partnership with all relevant partner agencies concerned with the health and wellbeing of those adults coming to notice as street homeless and/or rough sleepers.
* To promote and champion equality and diversity in the delivery of all activities associated with this role.
* To operate at all times within the professional ethics and disciplines of social work as described in the BASW code of ethics, the Social Work England Professional Capabilities Framework and the Health and Care Professionals Council Standards of Practice, and to model the highest standards of Social Work practice.
* Report to Rough Sleepers Coordinator for daily operational management guidance and Monthly and as required to Adult Social Care Manager for professional supervision and authorisation purposes.
* Develop effective partnership working that is positive and constructive and respectful of differing roles and responsibilities and the value they can bring to safeguarding of vulnerable adults. Support team members both internally and externally with partners as part of sharing information and developing safe multi-agency plans for those people affected by homelessness and rough sleeping.
* Be confident and knowledgeable in applicable law as it relates to the National Homelessness agenda and social work legislation including: the Care Act 2014; Mental Health Act 1983 Amended 2007; Mental Capacity Act 2005; Homelessness Reduction Act 2017; Housing Act 2004, Human Rights Act 1998 and understand the statutory guidance and its processes in order to safeguard and promote the best outcomes for vulnerable adults experiencing homelessness or rough sleeping issues.
* To be able to explain the Corporate values and behaviours to the service and to discuss equality, diversity, and inclusion with practitioners, challenging discrimination and raising issues of inequality.
* To assist as required with the management of budgets by ensuring that throughput of work is consistent and that work steps are completed in a timely and effective way, including quality assuring and authorising assessments, support plans and reviews.
* To monitor implementation of packages of care and support and adjust them as appropriate and to ensure that individual care packages, including funding arrangements for any services, are thoroughly reviewed in accordance with statutory requirements and Council policy to ensure highest quality of service and best value.
* To act as a Safeguarding Adults Manager in accordance with the Inter-Agency Policy and Procedures for Safeguarding Adults and to chair protection of vulnerable adults meetings where required.
* To ensure effective and timely action is taken to assess, record, manage and reduce risk to the service, to people with care and support needs and their carers and partner organisations in accordance with Council and partner organisations’ policies and procedures.
* To encourage a positive attitude to risk and a no blame culture to support practitioners to take ownership of their practice in providing a social care service and facilitate innovation and creativity.
* To be able to clearly communicate the vision and priorities of the Department to the service and what they are hoping to achieve as well as how it contributes to achieving them.

**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.
* To support ways of working that ensure residents and stakeholders are actively engaged in the future of the service and can influence decision-making.

**Person Specification**

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**Our Values and Behaviours**

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:

**Being open.** This means we share our views openly, honestly and in a thoughtful way. We encourage new ideas and ways of doing things. We appreciate and listen to feedback from each other.

**Being supportive.** This means we drive the success of the organisation by making sure that our colleagues are successful. We encourage others and take account of the challenges they face. We help each other to do our jobs.

**Being positive.** Being positive and helpful means we keep our goals in mind and look for ways to achieve them. We listen constructively and help others see opportunities and the way forward. We have a ‘can do’ attitude and are continuously looking for ways to help each other improve.

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| **Person Specification Requirements** | | | | **Assessed by**  **A/I/T/C**  **(see below for explanation)** | |
| **Knowledge** | **Essential** | **Desirable** | | **Assessed** |
| Comprehensive knowledge of Social Work Professional Standards as well as relevant legislation, national guidance, and frameworks in providing an adult social care service. | **X** |  | | **A and I** |
| A sound understanding of the local authority’s statutory responsibility to safeguard vulnerable adults and the ability to lead the team to work with partners to manage this robustly in accordance with policies and procedures. | **X** |  | | **A and I** |
| A comprehensive understanding of strengths-based social care. | **X** |  | | **A and I** |
| An understanding of delegated financial decision-making, best value, and the impact on budget management. | **X** |  | | **A and I** |
| **Experience** | **Essential** | **Desirable** | | **Assessed** |
| Substantial post-qualification experience of working in a statutory social care or health setting undertaking effective social care assessments and reviews and developing care and support plans that deliver personalised, integrated care and support that helps people to maintain their independence and attain the outcomes they want. | **X** |  | | **A and I** |
| Experience of identifying, recording, and managing risk and planning appropriate interventions. | **X** |  | | **A and I** |
| Comprehensive experience of safeguarding investigations. | **X** |  | | **A and I** |
| Experience of achieving positive outcomes for service users and the community through multi-disciplinary and partnership working. | **X** |  | | **A and I** |
| Comprehensive experience of making effective decisions that make best use of available resources to meet eligible needs and achieve outcomes. | **X** |  | | **A and I** |
| **Skills** | **Essential** | **Desirable** | | **Assessed** |
| Ability to provide leadership, clearly advise practitioners of what is expected of them and influence the service to support practitioners to deliver a high quality, strengths-based, person-centred service for adults with social care needs and their carers. | **X** |  | | **A and I** |
| Ability to empower and support staff to develop and improve their practice through supervision including through reflective conversations and supporting them with CPD/ identifying training needs. |  | **X** | | **A and I** |
| Ability to take responsibility and provide staff direction and to make decisions to manage risk, to manage the budget and to improve performance. |  | **X** | | **A and I** |
| Ability to communicate clearly and effectively both orally and in writing, including case recording and of management decisions, report-writing, investigating complaints, chairing meetings, negotiating, and presenting. | **X** |  | | **A and I** |
| To model the corporate values and behaviours and a high standard of Social Work practice. | **X** |  | | **A and I** |
| Ability to take responsibility for regularly and robustly quality assuring case records and practice and providing constructive feedback to ensure learning is taken on board and implemented. | **X** |  | | **A and I** |
| The ability to effectively manage time and competing priorities. | **X** |  | | **A and I** |
| Ability to use supervision to maximise personal effectiveness and professional development. | **X** |  | | **A and I** |
| Proficient in necessary IT and ability to analyse performance and budget reports. |  | **X** | | **A and I** |
| **Qualifications** | **Essential** | **Desirable** | | **Assessed** |
| A relevant Social Work qualification and current registration with the HCPC. | **X** |  | | **A and C** |

**A – Application form**

**I – Interview**

**T – Test**

**C - Certificate**