

JOB DESCRIPTION

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| POST TITLE : | CSCT Social Worker |
| GRADE: | SO2 – PO3 (£33759 - £41466) |
| DEPARTMENT: | People's Directorate |
| DIVISION / UNIT: | Children in Need / Children's Services Contact Team (CSCT) |
| REPORTS TO: | CSCT Deputy Team Manager |

PRIMARY JOB FUNCTION


As a child and family social worker in the team, you will be responsible for making evidence-based threshold decisions in line with the local policy and Pan-London Child Protection Procedures, as well as other relevant guidance, legislation and research.

In this context, you will be responsible for ensuring every child's needs and any risk factors are meaningfully considered by gathering relevant and proportionate information to inform decision making, including undertaking MASH checks within agreed timescales. Your role will also include taking telephone calls from professionals and members of the public, including urgent child protection referrals, and signposting to other services where appropriate. A strong focus on improving outcomes for children and young people is essential.

DUTIES AND RESPONSIBILITIES

In order to achieve good outcomes for children and their families, Children's Services Contact Team (CSCT) social workers are responsible for the following:

- Making transparent, evidence based threshold recommendations on incoming contacts
- Ensuring wherever possible that information is collected, recommendations are made and actions taken within agreed timescales and according to the level of risk identified
- Undertaking further enquiries, including MASH checks, on cases where threshold is not clearly met at the outset and to recommend the appropriate level of service to offer children and families within the specified timeframes of the MASH

- Ensuring that when information is shared within MASH on a confidential basis, that the agreed process is followed to make sure that access to the information is restricted to MASH professionals
 - Ensuring that issues of consent are appropriately considered within all aspects of work
 - Recording work concisely and accurately on the Early Help Module IT system within agreed timeframes
 - Taking referrals and giving advice to members of the public and professionals making contact with CSCT
 - Ensuring that the referrers and contributing agencies are kept informed of progress and of the referral outcome
 - Developing and maintaining knowledge of local services and signposting members of the public and professionals to other appropriate services effectively and appropriately
 - Working positively with professionals from partner agencies, including those co-located in CSCT and MASH, in a way that promotes multi-agency collaborative working, mutual respect and professional behaviour
 - Undertaking relevant training and other practice development activity to maintain accurate up to date knowledge and skills in accordance with relevant legislation, statutory guidance, policies, procedures and research
 - Assisting with and promoting the development of CSCT in response to departmental and legislative changes, service needs and/or practice requirements
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- Proactively participating in supervision sessions and team meetings
- Achieving personal appraisal targets
- Imparting relevant information gained from any training courses at team meetings
- Undertaking all other duties commensurate to the grade of the post

ADDITIONAL:

The post-holder is also expected to:

- Adhere to the Code of Conduct of the Health and Care Professions Council (HCPC)
- Commit to the Council's core values of public service, quality, equality and empowerment and to demonstrate this commitment in the way they carry out their duties
 - Ensure that duties are undertaken with due regard and compliance with the Data Protection Act and other legislation
- Carry out duties and responsibilities in accordance with the Council's Health and Safety Policy and relevant Health and Safety legislation
 - Carry out responsibilities/duties within the framework of the Council's Dignity for All Policy

The title of the post to which I normally report is: **CSCT Deputy Team Manager**

Post holder Declaration


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| Name: | |
| Signed: | |
| Date: | |

PERSON SPECIFICATION

The person specification is a picture of skills, knowledge and experience required to carry out the job. It has been used to draw up the advert and will also be used in the short-listing and interview process for this post.

You should demonstrate on your application form how you meet the following essential criteria.

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| Department: People's Directorate | Division / Unit: Children in Need / Children's Services Contact Team (CSCT). | |
| Post Title: CSCT Social Worker | Grade: SO2 - P03 | |
| REQUIREMENTS | | |
| EDUCATION and EXPERIENCE | | A/I/T |
| E1 | Social work qualification and current social worker registration with the Health and Care Professions Council. | A |
| E2 | Post-qualifying experience of statutory childcare social work (including child protection, assessment and care planning experience). | A/I |
| KNOWLEDGE, SKILLS and ABILITY | | |
| E3 | Demonstrated experience of being able to apply relevant legislation, guidance, government policy and research in relation to safeguarding, children looked after and early help. | A/I |
| E4 | Demonstrate basic understanding of Motivational Practice skills and trauma informed approaches | T |
| E5 | Evidence of being able to meet the standards of practice set out in the <i>Knowledge & Skills Statement for Child and Family Social Work</i> . | A/I |
| E6 | Demonstrated capacity to prioritise work, meet timescales and manage competing demands. | A/I |
| E7 | Evidence of being able to recognise risk indicators of different forms of harm to children including the following: sexual, physical and emotional abuse, neglect, the impact of cumulative harm, domestic violence, child sexual exploitation, gangs, and radicalisation. | A/I |
| E8 | Evidence of being able to identify thresholds within the continuum of levels of risks and needs. Ability to make and defend recommendations about risk and need based on evidence and professional judgement. | A/I |
| E9 | Demonstrated ability to work <i>with</i> the child and family to set out clear goals that detail what needs to change and how those involved will work toward achieving that change. | A/I/T |
| E10 | Able to establish effective working partnerships with other agencies and disciplines. | A/I/T |
| E11 | Evidence of being able to think logically about problems and to communicate the pertinent issues clearly and concisely, both verbally and in writing. | A/I/T |

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| E12 | Ability to use ICT to good effect. | A/I/T |
| E13 | Evidence of being able to make decisions and choices without unnecessary escalation but has confidence to ask for help. | A/I/T |
| E14 | Demonstrated ability to make effective use of learning opportunities to enhance your professional practice (e.g. supervision, team meetings and other forums). | A/I |
| COMMITMENT TO EQUAL OPPORTUNITIES | | |
| E15 | Ability to adhere to the Council's Dignity for All policy (diversity and equal opportunities). | A/I/T |
| E16 | This post requires an enhanced Disclosure and Barring Service (DBS) check. |  |
| E= Essential D= Desirable | | |
| Assessed by: A= Application I= Interview T= Test | | |

Revised: June 2019