

Social Worker, Adoption



Job Description

Reports to: Team Manager

Direct reports: None

The Role

The Social Worker's role is a pivotal one within the Adoption service and is key to ensuring PACT's professional practice continues to be delivered to a high standard.

You will manage the whole adoption process from initial interview through to assessment, and then matching and placing children and providing generic post placement support.

Key Tasks

<input type="radio"/>	To safeguard and protect vulnerable adults and children in accordance with PACT's Policies and Procedures at all times
<input type="radio"/>	To take part in recruitment activities for prospective adopters for example information evenings, drop-in events
<input type="radio"/>	To undertake information sharing meetings and be involved in delivering training for preparation groups
<input type="radio"/>	To undertake evidence based, 'home study' assessments which provide an analysis of the skills adopters can offer and present these to the Adoption panel
<input type="radio"/>	To support families throughout the matching process and create adoption support packages to meet individual needs, recognising diversity and working closely with the Family and Children Therapeutic Support (FACTS) service and Post Placement Support team to ensure delivery
<input type="radio"/>	To produce good quality reports to court to support Adoption applications
<input type="radio"/>	To undertake individual pieces of work on behalf of local authorities such as non-agency adoption assessments and access to records
<input type="radio"/>	To remain child focussed and ensure the voice of the child is heard
<input type="radio"/>	To share practices with colleagues in the department which benefit service users and PACT

<input type="radio"/>	To take full responsibility for identified areas of work, ensuring best practice is maintained
<input type="radio"/>	To maintain applicants up to date case records on CHARMS database system and provide reports as required
<input type="radio"/>	To support cases, whether allocated or otherwise as necessary
<input type="radio"/>	To positively represent PACT when working with statutory and other voluntary agencies and in Court proceedings
<input type="radio"/>	To maintain up to date knowledge and skills relating to adoption legislation and practice and maintain good knowledge of PACT's services
<input type="radio"/>	To undertake any other duties deemed commensurate with this post as directed by the line manager
<input type="radio"/>	To take responsibility for and be committed to personal and professional development and keep up to date with law, regulation, guidance, standards, practice, Government policy and research relating to all aspects of the work
<input type="radio"/>	To demonstrate and uphold PACT's commitment to equality, diversity and inclusion

Person specification

Essential Attributes	
<input type="radio"/>	A degree in Social Work or equivalent
<input type="radio"/>	Registered with Social Work England (SWE)
<input type="radio"/>	Demonstrable post qualification experience in child's social care
<input type="radio"/>	An understanding of child development and the impact on behaviour of interrupted development
<input type="radio"/>	Knowledge of working to UK legislation relating to work with children and families, adoption and permanence; including Children Act 1989, Adoption and Children Act 2002, Children Act 2004 and attendant regulations 2011
<input type="radio"/>	Demonstrates an understanding of the legal issues affecting adoption and permanence placements
<input type="radio"/>	Can produce clear, comprehensive, detailed reports of a high standard to strict deadlines
<input type="radio"/>	Excellent interpersonal and communication skills. Can engage effectively and build productive relationships at all levels across a range of internal colleagues, external stakeholders, and PACT's service users
<input type="radio"/>	Demonstrates an understanding, commitment and enthusiasm of PACT and can positively promote our work to others
<input type="radio"/>	Can work autonomously and as part of a team, working towards individual and shared goals and objectives
<input type="radio"/>	Delivers excellent customer service and strives to deliver to high professional standards

<input type="radio"/>	Can think proactively, to evaluate services and suggest service developments to meet changing needs using effective listening skills
<input type="radio"/>	Can respond flexibly to the requirements of the post and the needs of service users. Plans and balances priorities and co-ordinates activities, managing a varied workload to deadline
<input type="radio"/>	Can maintain accurate up to date database records
<input type="radio"/>	Proficient in use of Microsoft Office: Outlook, Word, Excel, database systems and virtual tools: Teams and Zoom
<input type="radio"/>	Fluent in written and spoken English
<input type="radio"/>	Demonstrates a commitment to promoting equality and diversity in the workplace and throughout service delivery
<input type="radio"/>	Can work in London and surrounding areas, travelling to service user or office locations as required for post

The role is based in PACT's office in Pimlico, London and will require travel to PACT's other offices or to service user locations.

The role is 30 hours per week which can be worked flexibly over a 4 or 5 day working week. Occasional evening and weekend working is required.

PACT is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. This post is subject to a satisfactory Disclosure Barring Service (DBS) check, and where applicable, overseas checks.

Senior Social Worker, Adoption



Job Description

Reports to: Team Manager

Direct reports: None

The Role

The Senior Social Worker's role is a pivotal one within the Adoption service and is key to ensuring PACT's professional practice continues to be delivered to a high standard.

You will manage the whole adoption process from initial interview through to assessment, and then matching and placing children and providing generic post placement support.

Key Tasks

<input type="radio"/>	To safeguard and protect vulnerable adults and children in accordance with PACT's Policies and Procedures at all times
<input type="radio"/>	To take part in recruitment activities for prospective adopters for example information evenings, drop-in events
<input type="radio"/>	To undertake information sharing meetings and as required, to participate in preparation group training
<input type="radio"/>	To undertake evidence based, 'home study' assessments which provide an analysis of the skills adopters can offer and present these to the Adoption panel
<input type="radio"/>	To support families throughout the matching process and create adoption support packages to meet individual needs, recognising diversity and working closely with the Family and Children Therapeutic Support (FACTS) service and Post Placement Support team to ensure delivery
<input type="radio"/>	To produce good quality reports to court to support Adoption applications
<input type="radio"/>	To undertake individual pieces of work on behalf of local authorities such as non-agency adoption assessments and access to records
<input type="radio"/>	To remain child focussed and ensure the voice of the child is heard
<input type="radio"/>	To share practices with colleagues in the department which benefit service users and PACT

<input type="radio"/>	To provide mentoring and coaching advice to Social Workers within the team to support others personal development
<input type="radio"/>	To contribute to the development and evaluation of the service, including seeking user feedback and suggesting strategies for future practice
<input type="radio"/>	To take full responsibility for identified areas of work, ensuring best practice is maintained
<input type="radio"/>	To maintain applicants up to date case records on CHARMS database system and provide reports as required
<input type="radio"/>	To support cases, whether allocated or otherwise as necessary
<input type="radio"/>	To positively represent PACT when working with statutory and other voluntary agencies and in Court proceedings
<input type="radio"/>	To maintain up to date knowledge and skills relating to adoption legislation and practice and maintain good knowledge of PACT's services
<input type="radio"/>	To undertake any other duties deemed commensurate with this post as directed by the line manager
<input type="radio"/>	To take responsibility for and be committed to personal and professional development and keep up to date with law, regulation, guidance, standards, practice, Government policy and research relating to all aspects of the work
<input type="radio"/>	To demonstrate and uphold PACT's commitment to equality, diversity and inclusion

Person specification

Essential Attributes	
<input type="radio"/>	A degree in Social Work or equivalent
<input type="radio"/>	Registered with Social Work England (SWE)
<input type="radio"/>	A minimum of 3 years post qualification experience in childcare social work, including direct experience of adoption work (enabling the writing or commissioning of reports under the Adoption and Children Act 2002 and the Restriction on the Preparation of Adoption Reports Regulations 2005, ARR)
<input type="radio"/>	Previous experience of completing adoption assessments and recruiting families for adoption
<input type="radio"/>	An understanding of child development and the impact on behaviour of interrupted development
<input type="radio"/>	Knowledge of working to UK legislation relating to work with children and families, adoption and permanence; including Children Act 1989, Adoption and Children Act 2002, Children Act 2004 and attendant regulations 2011
<input type="radio"/>	Demonstrates an understanding of the legal issues affecting adoption and permanence placements
<input type="radio"/>	Can produce clear, comprehensive, detailed reports of a high standard to strict deadlines

<input type="radio"/>	Excellent interpersonal and communication skills. Can engage effectively and build productive relationships at all levels across a range of internal colleagues, external stakeholders, and PACT's service users
<input type="radio"/>	Demonstrates an understanding, commitment and enthusiasm of PACT and can positively promote our work to others
<input type="radio"/>	Can work autonomously and as part of a team, working towards individual and shared goals and objectives
<input type="radio"/>	Delivers excellent customer service and strives to deliver to high professional standards
<input type="radio"/>	Can think proactively, to evaluate services and suggest service developments to meet changing needs using effective listening skills
<input type="radio"/>	Can respond flexibly to the requirements of the post and the needs of service users. Plans and balances priorities and co-ordinates activities, managing a varied workload to deadline
<input type="radio"/>	Can maintain accurate up to date database records
<input type="radio"/>	Proficient in use of Microsoft Office: Outlook, Word, Excel, database systems and virtual tools: Teams and Zoom
<input type="radio"/>	Fluent in written and spoken English
<input type="radio"/>	Demonstrates a commitment to promoting equality and diversity in the workplace and throughout service delivery
<input type="radio"/>	Can work in London and surrounding areas, travelling to service user or office locations as required for post

	Desirable Attributes
<input type="radio"/>	Practice Educator qualification
<input type="radio"/>	Experience of facilitating training events and/or presentation delivery
<input type="radio"/>	Experience of mentoring colleagues or staff supervision

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