

## JOB DESCRIPTION

<b>POST TITLE:</b>	Senior Social Worker OOH
<b>GRADE</b>	11 + 2 increments
<b>DIVISION / UNIT</b>	Out of Hours Emergency S/W Service
<b>DEPARTMENT</b>	Children's and Adult's Service
<b>REPORTS TO:</b>	Team Manager

### PURPOSE OF THE JOB

1. To provide holistic assessments across all user groups – Children and Families; Mental Health; Older Persons; HIV/AIDS; Youth Justice.
2. To take responsibility for identifying, assessing and addressing the needs of individuals and their families brought to the attention of the service, in the context of current legislation and departmental policy and practice.
3. To support other agencies in providing a multi-agency response and to exercise delegated decision making powers of management in all areas of the work.

### PRINCIPAL ACCOUNTABILITIES

1. To work as part of a specialist team of experienced S/W's participating in a duty rota covering the out of hours including weekends and Bank Holidays.
2. To carry out social work duties including those of an AMHP and assessment and intervention under child care, community care and other relevant legislation.
3. To undertake professional assessments of individuals and families and using delegated management responsibilities to make decisions as to how these may be addressed that comply with departmental policy and are within statutory and legislative frameworks.
4. To prioritise and assess risks, analyse, interpret and manage critical situations in a needs led but cost effective manner.
5. To work predominantly alone and take responsibility for consultation where necessary with senior managers or team manager.
6. To ensure the support and intervention provided to service users applies the principles of anti-discriminatory and anti-oppressive practice.
7. To ensure decision making and work carried out is consistent with mainstream services, complies with departmental policy and is within the statutory framework.

8. To participate in developing and maintaining links with daytime services to ensure consistency of service delivery.
9. To have a working knowledge of Childcare legislation/Safeguarding Children/Mental Health Act/Mental Capacity Legislation/Community Care Act/Safeguarding Adults/Disability Act/Carers Act/PACE and other relevant legislation and protocols. To apply this knowledge in on-going assessments while weaving information relevant to multiple situations as they present and where necessary taking the lead agency role.
10. To carry out delegated management responsibilities. The post holder will act as a representative of the department liaising with other statutory and independent agencies and work as part of a multi disciplinary team as required.
11. To maintain accurate and up to date records of work undertaken, produce and deliver comprehensive reports to the day-time services by the end of each shift.
12. To keep up to date with changes in legislation, policy, care practice and service information and implement these appropriately.
13. To support the Appropriate Adult Service out of hours and participate in linking with the Volunteer AA's.
14. To participate in the training of daytime staff wishing to up-date their practice in relation to crisis work or as a means of obtaining their AMHP qualification. To participate in the supervision of students placed with the Emergency Social Work Service.
15. To provide consultation and support to daytime staff in the out of hours period if required and to professionals from other agencies.
16. To contribute and participate in establishing practice standards for the out of hours service and to the evaluation of the effectiveness of service responses.
17. To receive on-going supervision from the Team Manager and to attend Group Supervision and other meetings as designated by the manager.
18. To be available on a flexible daytime basis for the purpose of communication with management, training, supervision and to carry out essential follow up duties.
19. Any other duties appropriate to the post and grade.

## **JOB CONTEXT**

The Emergency Social Work Service is available to the public 16 hours overnight and 24 hours weekends and bank holidays

The Service is managed with a commitment to quality assurance and all the duties of the post are delivered in a responsive, customer focussed manner and in accordance with the Council's commitment to managing diversity.

The level of work undertaken by the post holder demands good communication and liaison skills. The post holder will be required to brief and consult with senior officers of the social work department and representatives from both statutory and independent agencies.

To take a multi-disciplinary approach when necessary and deal with complex problems/planning and decision making often under time constraints.

To liaise with voluntary agencies, local councillors, community groups, users and carers as needed.

### **Conditions of Service**

The post holder must comply with and assist with the development of policies and procedures relating to child protection, adult protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.

Must undertake duties and responsibilities of the post with due regard for the Council's Equal Opportunities Policy, Standing Orders Code of Conduct and other policies and procedures.

Must have due regard for safeguarding and promoting the welfare of children and adults and follow both child and adult protection procedures.

Must carry out the duties and responsibilities of the post in accordance with the Council's Health and Safety Policy and relevant Health and Safety legislation.

The post holder is required to uphold the Article 12 of the UN Convention on the Rights of the Child which states the right of any child or young person to be consulted in decision making.

The post holder to work to the Human Rights Act governing the approach to individuals/families.

<p>The employment is subject to a probationary period of twenty-six weeks from your start date of employment with Southwark Council, during which time you will be required to demonstrate to the council's satisfaction your suitability for the position in which you are employed.</p>
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## PERSON SPECIFICATION

The person specification is a picture of skills, knowledge and experience required to carry out the job.

	<b>Essential (E)</b>	<b>How assessed (S/ I/ T)</b>
<b>Knowledge, including educational qualifications:</b>		
To hold a recognised professional Social Work Qualification and be registered with Social Work England	E	S
To have a post qualification as an Approved Mental Health Professional [or undertake training to gain this qualification]		
To have knowledge of the key legislation applying to children and adults in the context of out of hours work and to be able to apply this knowledge appropriately. This would include the Children Act 1989, Mental Health Act 2007, The Mental Capacity Act 2005, Community Care Act 1990, Carer's legislation, Police and Criminal Evidence Act 1984 and subsequent procedures. Extensive knowledge of the role and functions of childrens and adult care services within local authority and health settings.	E	S/I
<b>Experience:</b>		
Minimum of 5 yrs post qualifying local authority experience in social work including taking part in work relating to safeguarding, child protection and adult mental health.	E	S/I
Experience of dealing with complex cases including seriously mentally ill adults and/or child protection.		
<b>Aptitudes, Skills &amp; Competencies:</b>		
To motivate/influence/negotiate using risk analysis and information available to address safeguarding	E	I
Interpersonal sensitivity and emotional intelligence	E	I/T
<b>Special Conditions of Recruitment:</b>		
Comply with and promote the Council's Equal opportunities policy		
Because of the nature of the post candidates are not entitled to withhold information regarding convictions by virtue of the Rehabilitation of Offenders Act [Exceptions] Order 1975, as amended, pursuant to Section 4[4] of the Rehabilitation of Offenders Act 1974. Candidates are required to give details of any convictions on their application form and are expected to disclose such information at the appointment interview.		
A satisfactory Disclosure and Barring Service (DBS) check is required at enhanced level.		
The full time post is open to job share		