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| **POST TITLE:**  | **Senior Social Worker - Workforce & Practice Development** |
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| **DIRECTORATE:**  | **Adults Health and Integration** |
| **DIVISION/SERVICE AREA:**  | **Adult Social Care**  |
| **RESPONSIBLE TO:**  | Continuous Professional Development (CPD) Lead  |
| **RESPONSIBLE FOR:** | **Up to five members of staff** |
| **GRADE:**  | **PO4 (12 months Fixed Term)** |



**Purpose of the job**

* To take a leadership role in the Workforce and Practice Development Hub, supporting the Principal Social Worker and Continuous Professional Development Lead to develop and oversee quality assurance, practice and service improvement and professional development work across Adult Social Care (ASC), supporting senior managers to ensure that the quality of practice with people who draw on care and support, carers and families is of a consistently high quality, that service standards are met and that staff and carers have the skills necessary to deliver services to a consistently high standard.
* To provide leadership and direction, as an experienced qualified social worker and Practice Educator, to students and learners on the following programs: Assessed and Supported Year in Employment (ASYE), student placements, practice education programme and social work apprenticeships. As part of this work, the Senior Social Worker will work across all service areas within Adult Social Care to ensure students and learners have an equitable experience,

# **KEY ACCOUNTABILITIES**

Assessed and Supported Year in Employment (ASYE) Support

* To follow the strategy as outlined by the CPD lead to manage and progress the ASYE programme within Hackney, acting as Lead for the programme
* Ensure the provision of high quality support to those undertaking their Assessed and Supported Year in Employment (ASYE) within Hackney ASC, including organising and facilitating training and development opportunities to the newly qualified social workers
* Arms length supervision of Newly Qualified Social Workers on the ASYE program
* Provide mentorship to Social Work Apprentices
* Act as Practice Educator toSocial Work Students
* To promote and advise on effective, evidence based social work practice, keeping up to date with research developments and ensuring social workers and their managers are able to use research effectively
* Co-facilitate training and support for ASYE assessors, including advice around challenges or issues that arise for newly qualified social workers, ensuring probationary processes are followed
* To coordinate and manage an induction programme for newly qualified social workers
* To consult on the recruitment of newly qualified social workers, acting as key liaison between recruitment and the service areas
* Undertake observations and facilitate reflective spaces for newly qualified social workers
* Ensure the review and quality assurance of ASYE portfolios in a timely manner, overseeing the coordination of Panels
* To work closely with the Practice Innovation and Capability Team to support the ongoing development of NQSWs as they move into their second year of practice

Student Programmes

* Support with the organisation and coordination of the student programmes
* Oversee the assessment and introduction of prospective students to ASC
* To support Practice Educators where concerns arise, providing advice and guidance as necessary
* Be able to step in as a Practice Educator/mentor if necessary
* Monitor and review the effectiveness of Practice Educators and Practice Supervisors for students, addressing concerns where necessary.
* Manage a programme of student forums on relevant topics

Practice Education

* To embed the Practice Education programme offered by our partner university
* Promote and support the development of staff to undertake Practice Education training when relevant.
* Provide assessment of trainee Practice Educators

Social Work Apprenticeships

* Provide mentorship to those selected to undertake the apprenticeship programme
* To act as a point of contact with the relevant partner university,with the internal apprenticeship team and ASC operational management.
* To support the CPD lead in managing and developing the programme.
* To support recruitment to the programme.
* Ensure managers are undertaking all aspects of their role, ensuring apprentices have the opportunity to develop and that their caseloads are protected

Other responsibilities

* To deputise for the CPD lead.
* To lead and manage overall monitoring and reporting on the relevant ASYE, student, apprenticeships and Practice Education programmes, including seeking and analysing feedback
* Measure programme/ project impacts and ensure lessons learnt are fed back into a process of improving the way the service manages change
* To support the CPD lead to implement of best practice and evidenced based methodologies across the service
* Review and support the CPD lead to develop relevant practice guidance and policies relating to the programmes
* To access and utilise local and national networks to share information and experience in delivering best practice in social work provision, including related to ASYE, students and social work apprenticeships, and develop local networks where relevant
* highlight and address performance management issues with managers and the CPD lead where required.
* To keep up to date with changes in legislation, developments in practice, research and knowledge (including social media) and ensure staff are well informed
* Actively consider the impact of systemic and everyday racism, discrimination and oppression upon the lives of service users, carers and families and the impact and learning about professional practice in this context
* Ensure that social work values and ethics alongside Hackney Council’s anti-racist position statement are embedded in our workforce and practice development work and evidenced through the practice that we quality assure
* Act as deputy to the Continuous Professional Development Lead where necessary
* Liaison with the Department for Education in relation to the further development of the assessment and accreditation programmes for social workers (previously NAAS) and to take lead on the development of further programmes within ASC
* Undertaking any other duties as directed by the line manager that are commensurate to the role.

**EQUAL OPPORTUNITIES**

* To demonstrate through personal and professional example a commitment to equality of opportunity for all groups of staff and service users and to challenge discrimination, racism, sexism and other forms of unjust behaviour
* The post holder is expected to be committed 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

**ADDITIONAL**

* Ensure appropriate security and confidentiality of all information in relation to vulnerable adults, carers and any other business of the service.
* Ensure that Health and Safety standards are adhered to.
* Ensure that the Data Protection Act, Human Rights and related legislation informs all work.
* Undertake any other task that might reasonably be required within the grade and overall functions of the post.

NB: All employees are expected to adhere to the Council’s Diversity & Equality and Health and Safety Policies

# LONDON BOROUGH OF HACKNEY



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| **RESPONSIBLE FOR:** | **Up to five members of staff** |
| **GRADE:**  | **PO4 (Fixed Term 12 months)** |

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**EDUCATION, TRAINING AND QUALIFICATIONS**

* Social Work England recognised social work qualification
* Social Work England registered
* A social work Practice Educator qualification
* Evidence of continuing professional development pursuant to a specialist level of knowledge

**KNOWLEDGE, SKILLS AND ABILITY**

* Detailed understanding of the framework within which the Adult Social Care service operates, including legislation, regulations, Government guidance and requirements of professional bodies
* Knowledge and understanding of the political framework of local government and the key elements relating to adult’s services
* Ability to model a culture of high performance and continuous learning, placing the highest duty to people who draw on care and support, carers and families at the centre of decision making at all times
* Ability to use learning from research to support practice and service development
* Excellent knowledge and understanding of the Professional Capabilities Framework, Knowledge and Skills Statements and social work values
* Ability to establish and maintain effective working relationships across the Council and with external partners
* Ability to provide constructive feedback to other colleagues, and able to coach, develop and empower others within the team and the wider Adult Social Care Service to develop their skills and knowledge and to progress within the organisation
* Knowledge and awareness of the impact of systemic and everyday racism and oppression upon the lives of service users, carers and families, and able to provide leadership to take forward proactive anti-racist and anti-oppressive practice
* The ability to use own initiative, and remain highly organised and focused while working under pressure through a high volume of different types of work and to set deadlines.
* Excellent written skills, including the ability to collate, summarise, analyse and evaluate complex information in a number of formats and for different audiences
* Confidence and articulacy in communicating with individuals and groups at different levels in the Directorate, within partner organisations and external bodies
* A high level of consultative interpersonal, communication and negotiation skills including the ability to deal with complex issues in a sensitive and appropriate manner
* Ability to demonstrate excellent ICT skills and ability to make effective and innovative use of new technology

**EXPERIENCE**

* Experience of working within a statutory adult social services organisation
* Significant experience of multi-disciplinary and/or cross-departmental working, demonstrating evidence of successful partnership endeavours leading to better outcomes for service users, carers and families
* Experience of working with people from a range of backgrounds and at different levels of seniority

*Desirable experience*

* Management experience, including supervising staff who are managing complex casework with service users, carers and families
* Experience of providing reflective practice supervision

 **ADDITIONAL REQUIREMENTS**

* Able to attend evening and out of hours events.