

## JOB DESCRIPTION



**Job Title** Senior Social Worker

**Salary** £34,728 - £39,880

<b>Directorate:</b>	People	<b>Section/Location:</b>	Adult Social Care
<b>Grade/Salary Range:</b>	BG-F	<b>Work style:</b>	Free

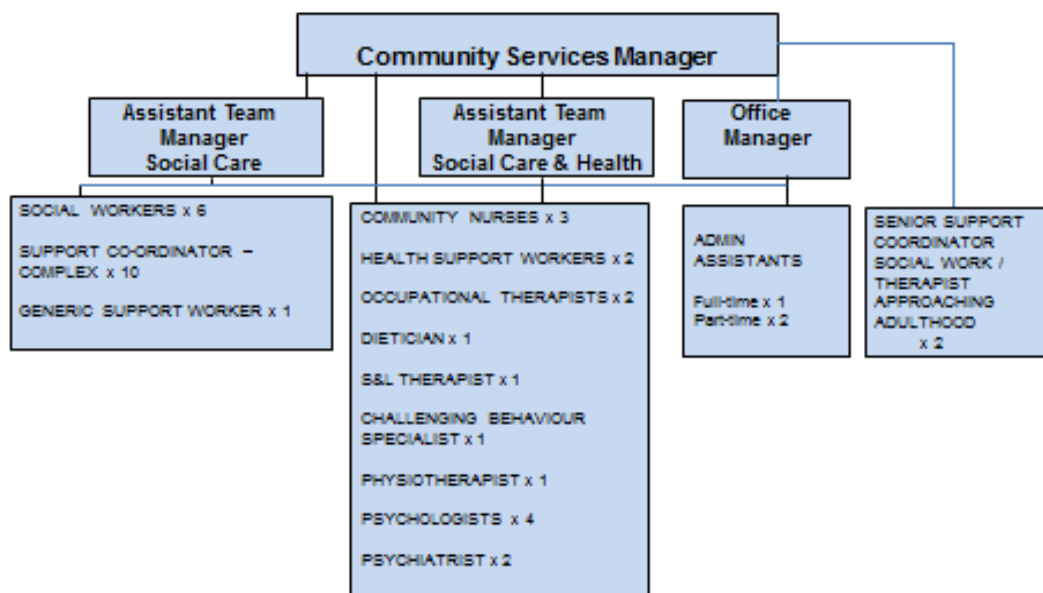
### Key Objectives of the role

The role of the Senior Social Worker is to work with people, their families and other agencies people to:

- Assess needs and make plans to meet those needs the Care Act
- To participate in and take a lead in Safeguarding actions.
- To support, supervise and appraise Social Workers and other practitioners.

### Designation of post and position within departmental structure

#### BRACKNELL CTPLD Structure



## Daily and monthly responsibilities

1. To support people in Bracknell Forest by assessing their needs and attaining their desired outcomes, under the Care Act 2014.
2. To carry a caseload of adults with Learning Disabilities
3. To liaise and communicate appropriately with professionals in other departments and organisations.
4. To take an active part and sometimes chair team and multi-disciplinary meetings.
5. To liaise with carers.
6. To assist individuals to find resources appropriate to their needs.
7. To plan and cost services that will support people to achieve their stated outcomes.
8. To maintain accurate electronic case records in line with the department's policies and guidelines.
9. To regularly update knowledge around all issues of social care and health and attend appropriate training, maintaining registration with the Health & Care Professions Council.
10. To undertake such other duties as may from time to time be necessary, compatible with the nature of the post.
11. Contribute to Adult Safeguarding and act as Designated Safeguarding Manager
12. To provide support to CTPLD colleagues by sharing knowledge and providing professional supervision and appraisal.

## Scope of role

The people supported by the department are vulnerable. Failure to carry out this role appropriately will place people at risk of harm, and the Council at reputational risk, and risk of litigation.

This position has access to information on matters of a confidential nature relating to work of NHS services, social services and/or the health and personal affairs of people who use our services and staff. Under no circumstances should such information be divulged or passed on to any unauthorised person(s) or organisations.

***Such other duties as may from time to time be necessary, compatible with the nature of the post. It should be noted that the above list of main duties and responsibilities is not necessarily a complete statement of the final duties of the post. It is intended to give an overall view of the position and should be taken as guidance only.***

## PERSON SPECIFICATION

KEY CRITERIA	REQUIRED	PREFERRED
<b>Skills and qualifications</b>	<p>Recognised Social Work qualification or working towards</p> <p>SWE Registration (or in process)</p>	<p>BIA qualified.</p> <p>Safeguarding Level 3</p> <p>Knowledge of CHC</p>
<b>Competence Summary</b> (Knowledge, abilities, skills, experience)	<p>Knowledge of the relevant legislative framework and national policies.</p> <p>Substantial experience of working with people with Learning Disabilities</p> <p>Commitment to person-centred values. and knowledge of how to translate into practice.</p> <p>Ability to communicate effectively with people with a Learning Disability.</p> <p>Knowledge of Asset based planning</p> <p>Empathic and respectful of diversity.</p> <p>IT skills:- Social Care Record, Word, Excel and Email.</p> <p>Excellent report-writing and record keeping skills.</p> <p>Experience of working with budgets and budget monitoring.</p> <p>Ability to prioritise and organise workload.</p> <p>Knowledge of local resources.</p>	
<b>Work-related Personal Requirements</b>	<p>To be organised with meticulous record keeping.</p> <p>Ability to take responsibility and accept accountability at appropriate level.</p> <p>Motivated and person-centred values.</p>	

<b>Other Work Requirements</b>	Ability to travel for work as required.	Valid driving licence.
	Satisfactory enhanced DBS check.	Own car.

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**Role models and demonstrates the Council's values and behaviours**

