

## JOB DESCRIPTION

<b>Job Title:</b>	<b>Approved Mental Health Professional</b>		
<b>Directorate:</b>	<b>People</b>	<b>Salary:</b>	<b>£66,028 - £67,311 inclusive of £689 LWA, £963 ECU &amp; 20% Responsibility Allowance</b>
<b>Section:</b>	<b>Berkshire Emergency Duty Service</b>	<b>Grade:</b>	<b>BG-D (SCP 45-46)</b>
<b>Location:</b>	<b>Bracknell</b>	<b>Work Style:</b>	<b>Fixed Rota</b>

### Key Objectives of the role

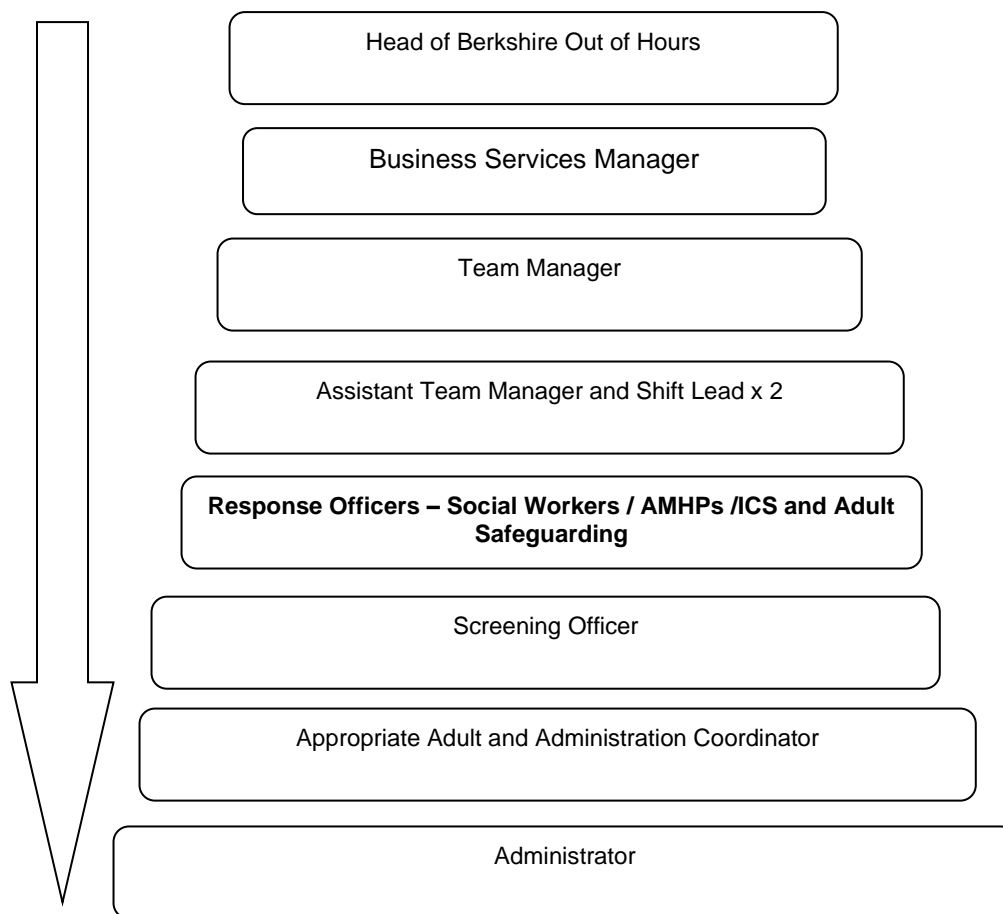
The Berkshire Emergency Duty Service (EDS) is the primary contact for members of the public and professionals who have concerns about a child or adult's welfare and safety outside of normal office hours for all 6 unitary authorities of Berkshire. The service also operates an out of hours Appropriate Adult Service that provides a response to children/young people and adults with care and support needs who find themselves in police custody.

The role of the AMHP requires a particularly high level of knowledge, skill and authority with a depth of knowledge of the safeguarding agendas for both children and adults.

You are required to act with autonomy and balance the needs of individuals, families and wider society.

You must possess a set of competencies showcasing your understanding of intricate legal and policy frameworks, familiarity with mental disorders, and the capability to engage in collaborative partnerships.

## Designation of post and position within departmental structure



## Daily and monthly responsibilities

1. You will autonomously manage and prioritise social care requirements for cases that present out of hours. You'll be making crucial decisions with guidance from the Duty Manager.
2. To deliver an emergency service for assessment and action when adults and children are referred as being at immediate risk. This involves taking on the responsibility of addressing situations where the service user's needs are notably complex. Employing a person-centred approach, you will create and implement safety plans to manage the risk until normal working hours. This will include appropriate escalation where required to the on-call managers.
3. Be the key person for expert advice and quality interventions. Whether it's service users, the public, social work staff, other internal and external agencies your judgement will play a key role in managing risks and upholding best practices.
4. Stay informed about available resources in specialist areas, including voluntary sectors, to maximize benefits for service users within budget constraints. You will have the authority to approve short-term budget expenditures in emergency situations.
5. Plan efficiently, involving carers in decisions about clients. Your goal is to secure appropriate resources, ensuring that both children and adult service users can stay with their families or in their homes swiftly and effectively.

6. As the sole decision-maker on overnight shifts for the 6 local authorities, you will play a critical role as the representative in charge. Collaborate closely with the on-call manager, especially in complex cases. Your dedication ensures that any child death or serious incident is promptly reported to the Duty Team Manager/senior management. Additionally, you will provide vital social care input to the Rapid Response team in conjunction with the Police, adapting as necessary and appropriate.
7. Maintain an exemplary standard of recording and report writing, following departmental policies and utilising management information systems. Take ownership of aligning EDS reports and written work with the EDS and Pan Berkshire standards, ensuring accuracy and compliance with the legislative framework. Your meticulous attention to detail will guarantee that information is presented as required.
8. You will have full access to all information management systems for the 6 local authorities of Berkshire, and the relevant systems, including those of the Berkshire Health Foundation Trust. Your role is pivotal in managing information effectively across all platforms.
9. Actively participate in Reflective Practice group sessions to foster a performance-driven culture, enhance outcomes for service users, improve partnership working, and maximise resource efficiency. Make sure that any agreed Key Performance Indicators are measurable, promoting accountability and transparency in service delivery.
10. As a senior social worker, you will contribute to the development of policies and procedures relating to the work of an AMHP, adult and children social care and participate on relevant multi agency working parties when required.
11. Work effectively across the service, being prepared to work flexibly and support colleagues in the EDS establishment when required.
12. All staff are expected to act in the role of an Appropriate Adult as set out in the Police and Criminal Evidence Act and promote Equal Opportunities and anti-discriminatory practice in all areas of work within and outside the Council, in line with legislation and Council policy.
13. Comply with all Service Administration procedures and policies such as sickness reporting, rota requirements and all performance management processes. Your adherence ensures smooth operation and effective performance within the service.

### Scope of role

No direct budgetary responsibilities but responsible for resource management of team and authorisation of spend on service user.

All employees working with children, young people and vulnerable adults have a responsibility for safeguarding and promoting their welfare.

Commitment to the Council's Equal Opportunities policy at all times

Commitment to working within the bounds of the Data Protection Act and GDPR legislation at all times

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	ESSENTIAL	DESIRABLE
<b>Skills and qualifications</b>	<ul style="list-style-type: none"> <li>• CQSW or Diploma / Degree in Social Work</li> <li>• Registered with Social Work England as a Social Worker</li> <li>• Qualified and Warranted AMHP</li> <li>• Evidence that you have completed your 18 hours of training during the last period of warrant (up to 5 years)</li> <li>• Specialist relevant experience in crisis intervention</li> <li>• Specialist relevant experience in crisis intervention and front- line services; with at least three years' experience</li> </ul>	
<b>Competence Summary</b> (Knowledge, abilities, skills, experience)	<ul style="list-style-type: none"> <li>• Extensive experience of undertaking complex MHA assessments</li> <li>• To understand and demonstrate Social Care core values</li> <li>• To fulfil the requirement for continuing registration with Social Work England and AMHP warrant</li> <li>• Experience of managing complex cases including safeguarding concerns and implementing a range of interventions</li> <li>• Promote positive approaches to diversity and identify in your area of responsibility providing challenge as required to ensure anti-oppressive/anti discriminatory practice in the service.</li> <li>• Comprehensive understanding of the roles of different agencies and how they work together within a mental health framework</li> <li>• Ability to collect complex information where it has been drawn from multiple sources and may be conflicting or incomplete which will lead to an informed decision on referrals</li> <li>• Ability to develop and use a structured approach to gather and record information about the vulnerable adult/young person and family's contact with services and interpret that in the context of possible safeguarding need</li> <li>• Understanding of and commitment to the principles of participatory practice with vulnerable adults and children</li> <li>• Demonstrate awareness / understanding of equal opportunities and other peoples</li> </ul>	

	behavioural, physical and social and welfare needs.
<b>Work-related Personal Requirements</b>	<ul style="list-style-type: none"> <li>• Excellent Risk Assessment and Analytical skills</li> <li>• Effective multi-agency working</li> <li>• Very good oral and written communication skills</li> <li>• Be a team player</li> <li>• Ability to prioritise and organise work effectively</li> <li>• Good ICT literacy</li> <li>• Capacity to deal with demand and make decisions under pressure</li> <li>• Passion for good social work</li> </ul>
<b>Other Work Requirements</b>	<p>A satisfactory enhanced Disclosure and Barring Service check.</p> <p>Understanding of and commitment to the requirements of safeguarding children, young people, vulnerable adults and promoting their welfare.</p> <p>The ability to converse easily with members of the public and respond effectively to questions in spoken English.</p> <p>This post is exempt from the Rehabilitation of Offenders Act 1974</p> <p>The post holder must hold a full UK driving licence (or valid equivalent). Non-UK licences must be converted to UK licences in the first six months of employment.</p>
<b>Role models and demonstrates the Council's values and behaviours</b>	<p>Our values define who we are. They outline what is important to us. They influence the way we work with each other – and the way we serve our residents and engage with our communities.</p> <p>We make our values real by demonstrating them in how we behave every day.</p>

**All staff should hold a duty and commitment to observing the Council's Equality & Dignity at Work policy at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and Council policies/procedures.**

