

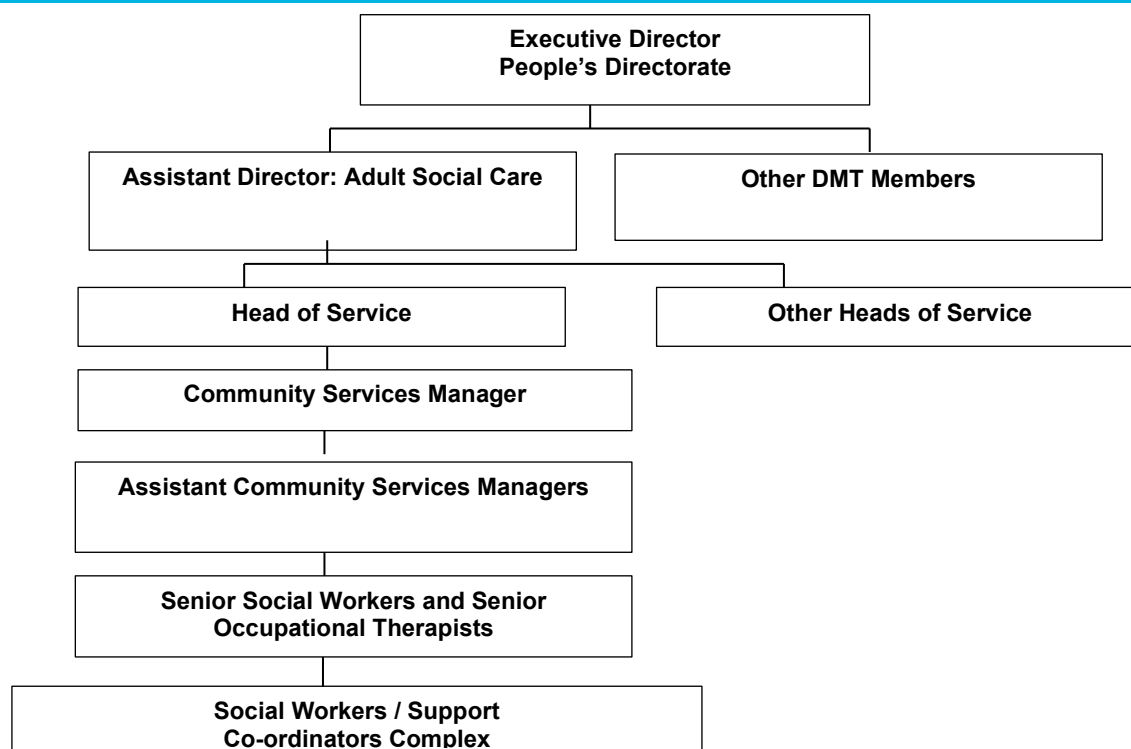
## JOB DESCRIPTION

<b>Job Title:</b>	Adults Social Worker – Adult Community Team (ACT)		
<b>Directorate:</b>	People	<b>Salary:</b>	£43,693 - £45,718 plus £706 London Weighting and £963 Essential Car User Allowance
<b>Section:</b>	Adult Social Care ACT	<b>Grade:</b>	BG-F (SCP 34 – 36)
<b>Location:</b>	Time Square	<b>Work Style:</b>	Flexible

### Key Objectives of the role

- To use a person-centred and strength-based approach to connect people to their community and social network.
- To gather information and identify options and solutions to meet eligible needs.
- Work and consult with people, including advocates and carers, to develop person-centred plans, designed to meet needs in ways which empower people to maximise their independence, choice and control, and are legal and affordable.
- Ensure that all policies and procedures of the department are adhered to.

### Designation of post and position within departmental structure



## Daily and monthly responsibilities

- To use a person-centred and strength-based approach to connect people to their community and social network.
- To gather information and identify options and solutions to meet eligible needs.
- Conduct assessments, devise care and support plans and reviews in line with Care Act responsibilities and other statutory framework.
- Work and consult with people, including advocates and carers, to develop person-centred plans, designed to meet needs in ways which empower people to maximise their independence, choice and control, and are legal and affordable.
- Work with family carers to identify their needs as carers and to develop appropriate plans with the carers to meet those needs.
- When necessary, complete a Strength and Needs assessment (SANA) and present support plans for approval.
- Provide support for the appropriate arrangement and implementation of those plans.
- Ensure that, throughout this work, all policies and procedures of the department are adhered to.
- Participate in safeguarding assessments (S42) and planning.
- Participate in multidisciplinary meetings, connecting people and their families to their community and social networks enabling them to live within their own communities.
- To act in the best interest of an individual who lacks mental capacity, using the principles defined in the Mental Capacity Act (2005) to maintain their safety until a time that capacity returns, or alternative arrangements are made.

## Scope of role

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>Recognised Social Work qualification and registered with Social Work England</li> <li>Safeguarding level 2</li> </ul>	<ul style="list-style-type: none"> <li>Safeguarding level 3</li> <li>Best Interest Assessor</li> </ul>
<b>Competence Summary</b> (Knowledge, abilities, skills, experience)	<ul style="list-style-type: none"> <li>A minimum two years' experience on a social care or healthcare setting</li> <li>Understanding of and commitment to the requirements of safeguarding vulnerable adults and promoting their welfare</li> <li>Experience or ability to respond to crisis situations</li> <li>Knowledge of the relevant legislative framework and national policies</li> <li>Experience in completing mental capacity assessments and best interest decision meetings</li> <li>Commitment to a strengths based focus and person-centred values, and knowledge of how to translate into practice</li> <li>Ability to communicate effectively with a wide range of people in a wide range of circumstances</li> <li>Empathic and respectful of diversity and equality</li> <li>IT skills: Social Care Record, Word, Excel, Microsoft Outlook and Teams</li> <li>Good report and record writing skills</li> <li>Able to prioritise, organise workload and work to timeframes</li> </ul>	

<b>Work-related Personal Requirements</b>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Flexibility</li> <li>• Ability to take responsibility and accept accountability at appropriate level</li> <li>• Motivated and person-centred values</li> <li>• Must work well as a team member and alone</li> </ul>
<b>Other Work Requirements</b>	<ul style="list-style-type: none"> <li>• A satisfactory enhanced Disclosure and Barring Service check</li> <li>• The ability to converse easily with members of the public and respond effectively to questions in spoken English</li> <li>• This post is exempt from the Rehabilitation of Offenders Act 1974</li> <li>• Anything that is applicable to the role that is out of the norm.</li> </ul>
<b>Role models and demonstrates the Council's values and behaviours</b>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• We make our values real by demonstrating them in how we behave every day.</li> </ul>

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

