

## JOB DESCRIPTION & PERSON SPECIFICATION

**Director Area: Adult Care and Community Wellbeing**

**Job Ref Number: 4700**

**Service Area: Adult Care**

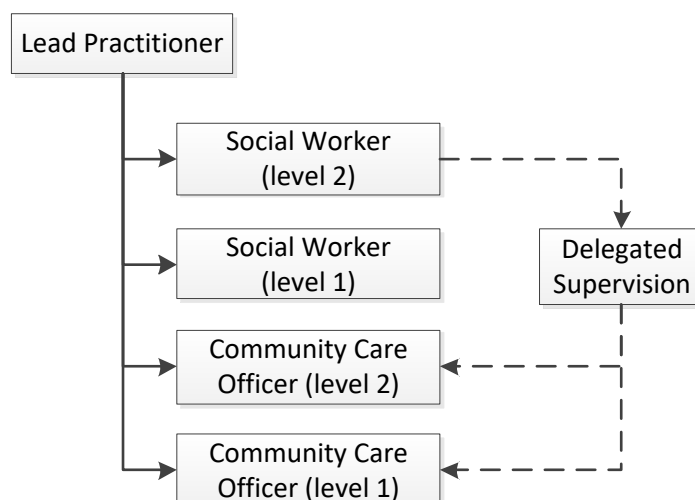
**Grade: G8 (click [here](#) for value)**

**Job Title: Social Worker Level 1**

### PURPOSE OF JOB:

Responsible for providing statutory professional social work as part of a team supporting adults with care and support needs. You will demonstrate a commitment to strengths based practice and skills in supporting people to identify and build support networks to achieve their identified outcomes. You will be responsible for assessment, care and support planning, implementing and reviewing packages of care and support. You will provide advice and support to other Adult Care practitioners in relation to their cases. You will be expected to work with autonomy managing a case load and demonstrate a multi-agency approach integrating your practice with colleagues across the health and care sector. Work may include travel outside the county.

### TEAM STRUCTURE:



### MAIN DUTIES:

|   |                                                                                                                                                                                                                                                                |
|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Manage a caseload with supervision and advice from the Lead Practitioner at a level of complexity appropriate to the post holder's stage of professional development and capability and be accountable for their professional practice.                        |
| 2 | Undertake needs assessments in line with the Care Act 2014 to identify care and support needs adopting and promoting a strengths based approach to identifying, outcomes people want to achieve, opportunities for independence and identify solutions         |
| 3 | To work with specialist safeguarding colleagues to contribute to and undertake safeguarding enquiries which put the person and the outcomes they want to achieve at the centre of safeguarding practice in line with LCC safeguarding policies and procedures. |
| 4 | To identify non eligible and non-social care needs such as health care or housing and offer information and advice and work with partners to address wider needs.                                                                                              |
| 5 | Construct value for money care packages in collaboration with individuals, carers and contributing agencies in accordance with eligibility criteria and ensuring that risk is minimised and quality of life improved/maintained.                               |

|    |                                                                                                                                                                                                |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6  | Work with individuals, families, carers and communities to help them make informed choices and decisions, enabling them to clarify and express their needs and contribute to service planning. |
| 7  | Meet identified needs through informal support and/or through resources and assets available in the public, private and voluntary sectors.                                                     |
| 8  | Research resources and services available for people in need or at risk, identifying and reporting any gaps in service provision.                                                              |
| 9  | Operate within the delegated budget support mechanisms as they are developed.                                                                                                                  |
| 10 | Maintain and update cases notes and other records, write reports as required; if required, give evidence in court in relation to care proceedings.                                             |
| 11 | To work within and act in accordance with Lincolnshire County Council Adult Care policies and procedures including Lincolnshire's Safeguarding policies and Procedures                         |
| 12 | The post holder may be expected to concentrate on specific areas of work arising from organisational need.                                                                                     |

## PERSON SPECIFICATION

| Requirements                                                                                                        | Where identified* | Essential | Desirable |
|---------------------------------------------------------------------------------------------------------------------|-------------------|-----------|-----------|
| Professional qualification as a Social Worker                                                                       | A,I               | ✓         |           |
| Current HCPC Social Work Registration                                                                               | A,I               | ✓         |           |
| Demonstrable commitment to continuous professional development                                                      | A,I               | ✓         |           |
| Knowledge of relevant legislation underpinning statutory Adult Care Practice                                        | A,I,T             | ✓         |           |
| Demonstrate values that promote wellbeing, challenge oppression and discriminations and empower people to live well | I                 | ✓         |           |
| Working knowledge of social work theory and its application to practice                                             | I,T               |           | ✓         |
| Interpersonal, verbal and written communication skills                                                              | I,T               | ✓         |           |
| Analytical Assessment skills                                                                                        | I                 | ✓         |           |
| The ability to work autonomously in identifying and addressing need and risk                                        | I                 | ✓         |           |
| Ability to work as part of a team, learning from and contributing to the development of others.                     | I                 |           | ✓         |
| Organisational and administrative skills necessary for managing a caseload                                          | A, I, T           |           | ✓         |
| Ability to co-ordinate the review of service provision against identified needs                                     | I                 |           | ✓         |
| Ability to secure change in practice through constructively challenging individuals and services                    | I,T               |           | ✓         |
| Ability to assess the quality of service offered to an individual and to act to ensure a good quality of provision  | I                 |           | ✓         |
| Ability to promote the social inclusion of adults and families you work with                                        | I                 |           | ✓         |
| In accordance with Part 7 of the                                                                                    | I                 | ✓         |           |

|                                                                                                                                            |  |  |  |
|--------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| Immigration Act 2016 (Fluency Duty),<br>the ability to converse at ease with<br>customers and provide advice in<br>accurate spoken English |  |  |  |
|--------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|

\*A = Application form

T = Test/Assessment

I = Interview

P = Presentation

## GENERAL

The postholder is required to take personal responsibility for contributing to organisational transformation and changes in ways of working, maximising the benefits and efficiencies for both internal and external customers, including the promotion and use of self-service to achieve maximum cost effectiveness.

The postholder is expected to work to the [Lincolnshire County Council Core Values and Behaviours](#) and to carry out the duties in accordance with Lincolnshire County Council policies.

**Other Duties** - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

**Safeguarding** -. All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Lincolnshire County Council Safeguarding Policy. In addition employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.