**Job and Person Profile (JPP)**

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| **Job details** |
| **Job title** | Social Worker (SW) or Newly Qualified (NQ) |
| **Grade and Salary** | 5 - £34,834 as a commencing salary, rising up to £38,223 (in line with SW progression scheme). NQ (Newly Qualified) appointed at £32,076 – pro rata for part time |
| **Service and Team** | CYP Social Care, Social Care Teams (Assessment, CIN & CP) |
| **Location** | Locality Social Care Teams across the county  |
| **Hours per week** | Various hours available, both part and full time  |
| **Status** | **Permanent**  |
| This role may offer the following flexible working options | * *Working part time hours (eg different hours/days to those advertised)*
* *Job sharing*
* *Working compressed hours (eg a nine-day fortnight)*
* *Term time working (including partial term-time working)*
* *Use of flexitime / time off in lieu*
* *Hybrid working options, including some home working*
* *Working from different Council buildings*
* *Working adjusted core hours (eg starting later and finishing later or other patterns)*
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| **About us** |

As a modern and effective council, we understand the importance of being flexible and well-connected in the ways we work. We focus our ambitions on doing what’s right for people, our partners and our communities - both now and for the future.

That’s why, as one of the largest employers in Suffolk, we believe in empowering everyone. Through career variety and collaborative working, accessible career paths and professional development.

The support and care we offer encourages and enables you to be the best you can be. To make a meaningful impact on the world around you. To achieve a unique sense of pride in what you do, why you do it and where. **Reimagine the possibilities.**

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| **Main purpose of the job** |

To act as a catalyst for change working directly alongside children, young people and their families.

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| **Typical responsibilities of a role at this level** |

**Communicating and engaging with children, young people and their families, with colleagues and with communities.**

* Work directly with children, young people and families using the Suffolk Signs of Safety and Wellbeing framework.
* Where required by the role, to act as Lead Professional for named families, being the key contact with the family and liaising with other professionals to provide a joined-up response.

**Assessment, Planning and Review**

* Use Suffolk signs of safety principles, disciplines and tools.
* Where required, to participate in CAF, multi-agency assessment, Statutory Assessment and other relevant assessment processes.

**Effective Practice**

* To work alongside children, young people, parents and families where there are early signs of social, emotional, health or behavioural issues to bring about sustainable improvement.
* Where required by role, take responsibility for managing cases and holding appropriate levels of risk, overseeing the input of support workers where involved.
* Work within the service guidelines, statutory guidance and legal frameworks.
* To respond to needs identified with the family by identifying and delivering evidence-based interventions as required.
* To work with families with complex problems where statutory intervention is required under the guidance of senior Social Worker, Lead Professional or Health Colleagues as appropriate.
* Engage in individual and group supervision with managers and practice leads.
* Where the role requires, to mentor and/or supervise junior colleagues or students and facilitate individual and group supervision with team members.

**Reporting and Accurate Recording**

* To maintain up to date records and data using electronic devices and systems as directed and to provide reports as required.
* To contribute to ensuring successful completion of Quality Assurance processes within team.

**Information, Advice and Signposting**

* To provide information and signposting for children, young people and families to relevant universal and specialist services in the local area and beyond where appropriate.

**Multi-Agency and Partnership Working**

* Actively build relationships and networks with other professional groups and services in the locality.

**Managing Risk and Safeguarding**

* To identify risk and safeguarding concerns and escalate immediately where appropriate.
* To undertake other tasks allocated by manager or senior colleagues, in keeping with the responsibilities of the grade:
	+ Work in accordance with the Council’s statutory responsibilities, policies and service procedures and comply with equality and diversity policies, procedures and legislation.
	+ Maintaining customer confidentiality in accordance with the Data Protection Act and SCC guidance.
	+ Participate in performance appraisal and consultation with team managers as required.
	+ Having regard to best value principles as part of daily practice.
	+ Participating in training and development opportunities, in order to improve personal knowledge, skills and effectiveness.
	+ To transport children and young people where required by job role.
	+ To work in the homes of children and families and in a variety of other settings.

Although this list provides examples of what you will be doing it’s not intended to be exhaustive and you will have personal objectives linked to our People Plans and Strategies that will be discussed and agreed with your line manager when you start.

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| **Autonomy**  |

The practitioner will:

* Be expected to use their experience, knowledge and skills in every engagement with children, young people and families to determine the level of intervention required.
* Where required by role, take responsibility for managing cases and holding risk.
* Offer face to face, telephone and written support and information as appropriate to role.
* Be responsible for keeping accurate and timely records of work with children, young people and families and writing relevant reports using electronic or other systems as directed.
* Be responsible for recognising and appropriately responding to safeguarding and risk issues.
* Have access to a line manager for decisions that fall outside their delegated responsibilities.
* Be required to organise their own workload.
* Identify problems, resolve where appropriate and escalate to senior colleagues.

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| **About the team**  |

Providing statutory Social Care services to “Children in Need”, children subject to Child Protection Plans, Children “Looked After” and consultancy across Early Help services – a potential broader/flexible role within teams as they progress into fully “multi-agency” teams.

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| **What you will be expected to deliver in the role** |

Social Workers will provide for case responsible roles and statutory services to; children “in need”, children subject to “child protection plans” and children “looked after”. They may also provide consultancy or some direct input, (where deemed beneficial and acceptable to children and families); to other professionals and to children and families receiving Early Help services such as within a “Team around the Child/Family” approach

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| **Person Profile – what you will bring to the team** |

**Qualifications and professional memberships**

1. Suitable qualification at graduate level or equivalent experience in a relevant area of work.
2. A relevant Social Work qualification and a Social Work England registration.
3. Evidence of continuing professional development.

**Values and personal qualities**

1. Demonstrates a passion for making a positive difference for Suffolk.
2. Shares our [WE ASPIRE](https://www.suffolk.gov.uk/jobs-and-careers/working-for-suffolk-county-council/our-weaspire-values/) Values and strives to lead by example in relation to these.
3. A strong commitment to fairness and Equality, Diversity and Inclusion (EDI).
4. Strives to continuously improve in everything they do, taking the initiative to learn and develop.
5. Brings creativity into their work through innovation and openness to change.
6. Collaborates well with others and offers assistance and support to colleagues.
7. Committed to listening to children and families and to working collaboratively with them to address concerns.
8. Commitment to safeguarding and promoting the welfare of children, young people and vulnerable adults.

**Specialist knowledge skills and experience**

1. Ability to use initiative within boundaries of the role.
2. Demonstrates knowledge of Signs of Safety and a broad practical understanding of and skills in using solution focused approaches of intervention.
3. Ability to effectively apply solution focused approaches to deliver successful outcomes.
4. Ability to clarify risks and concerns and focus on solutions to create a climate in which change can happen.
5. Knowledge of relevant legislation, regulations and guidance as appropriate to role.
6. Ability to recognise and act on Child Protection and risk issues and escalate as appropriate.
7. Demonstrating knowledge and application of the early intervention and preventative agenda.
8. Knowledge of associated agencies and their working practices and roles.
9. Ability to use a range of assessment frameworks.
10. In depth knowledge of the social and emotional factors that affect a child’s capacity to learn and develop.
11. Understanding the diverse range of needs of clients and backgrounds.
12. Engage effectively with a range of audiences including professional stakeholders.
13. Negotiate, influence and mediate to achieve positive outcomes and support and motivate children, young people and families.
14. Effectively manage challenging or sensitive situations and provide appropriate advice and facilitation to de-escalate.
15. Proven ability to make constructive contribution to meetings and negotiate with a range of stakeholders, settings and contexts.
16. Sensitivity to disability, sexuality, gender and ethnicity issues.
17. Ability to keep accurate and timely records and compile reports in a variety of formats, using appropriate IT.
18. Demonstrates awareness of the importance of using plain language and the ability to do so.
19. Relevant experience of working directly with children, young people and their families, as relevant to the specific client groups.
20. Experience of collaborative work with families.
21. Evidence of using solution focused approaches in practice.
22. Experience of working with children and families where there have been safeguarding concerns.
23. Experience of assessment and / or observation of the developmental needs of children.
24. Proven commitment to finding solutions, planning and developing interventions with families, using an evidence-based approach.
25. Mentor/supervise junior staff and students as required.
26. Ability to integrate information gained from policy documents and research into service delivery. (Desirable)
27. Ability to learn new IT applications as appropriate to role. (Desirable)
28. Experience of using Suffolk Signs of Safety and Wellbeing principles, disciplines and tools. (Desirable)
29. Experience of group work. (Desirable)
30. Experience of working alongside parents who may have mental health, learning or physical disability or sensory impairment. (Desirable)
31. Experience of working with a range of agencies and communities. (Desirable)

**Additional requirements**

1. To work in a variety of locations and client’s homes, including rural areas if required by the post.
2. A DBS check will be undertaken for the successful candidate.
3. High level of organisational skills and the ability to plan ahead, prioritise work and meet deadlines.
4. Willingness to undertake training as required to update knowledge and skills.
5. Evidence of successfully working alone as well as part of a team.
6. Ability to undertake out of hours working if required

If you think you have what it takes to be successful in this role, even if you don’t meet all the criteria, please apply. We’d appreciate the opportunity to consider your application.

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| **Travel requirements** |

**Frequent Travel Desirable** - You may need to operate across a wide and rural area, so it would be beneficial for you to either hold a full and current driving licence and have access to personal transport or meet the mobility requirements of the role through other reasonable and suitable means.

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| **Our values – WE ASPIRE** |



At Suffolk County Council our WE ASPIRE values set out the behaviours we expect from everyone in the organisation regardless of who they are, what their role or grade is or where they work.

The values have been developed through feedback and input from employees at the council and underpin how we go about our everyday work. They define us and help us to be the best we can be.

Visit our [**careers pages**](https://eoce.fa.em3.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX_3001/pages/11002) for more information on our WE ASPIRE values.

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| **Our Customer Commitment** |



In addition to our WE ASPIRE values, we also have a **Customer Commitment** which sets out a number of strong principles that help support high standards of customer service and care that we can all endeavour to consistently demonstrate.

For more information, view our [**Customer Commitment poster.**](https://sccrecruit.blob.core.windows.net/assets/SCC/Other-Docs/17.06.2020_%20CUSTOMER_COMMITMENT_POSTER.pdf)

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| **More information for recruitment applicants** |

We offer a fantastic working environment including diverse and active staff networks,

great flexible working options and many benefits, as well as the opportunity to improve the lives of Suffolk residents.

Visit the [**Suffolk County Council career website**](https://eoce.fa.em3.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX_3001/pages/11002) to learn more, including information about adjustments to recruitment processes, our interview schemes and other commitments to equality, diversity and inclusion.