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Job and Person Profile

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| **Job title** | Social Worker |
| **Grade and Salary** | Grade 5* £34,834 pro rata for part time for Newly Qualified Social Worker increasing to £35,745 with £500 payment on completion of successful ASYE
* £35,745 - £38,223 pro rata for part time for Social Worker

This role includes performance related pay progression |
| **Directorate** | Adult and Community Services  |
| **Service area** | Services within the ACS Directorate * Adult Safeguarding (AS)
* Independence and Wellbeing Service (IWS)
* Mental Health and Learning Disabilities and Autism (MHLDA)
* Integrated Neighbourhood Teams (INT’s) and Safeguarding
* Ipswich and East Locality (IEL)
* North Locality (NL)
* West Locality (WL)
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| **Team** | Depends on your preferences of service, specialism and geographical location.  |
| **Location** | Based at one of our offices across Suffolk, depending on the service/ team:**Adult Safeguarding*** offices and teams countywide

**Independence Wellbeing Service*** offices and teams countywide

**Ipswich & East Locality*** Eye INT
* Felixstowe INT
* South Rural INT
* Ipswich West
* Ipswich East
* Leiston INT
* Stowmarket INT
* Woodbridge INT
* Flexible Care & Support Team (including Safeguarding Practitioner)
* Continuing Health Care

**Mental Health, Learning Disabilities & Autism*** offices and teams countywide

**North Locality*** South Waveney
* Lowestoft
* Flexible Care & Support Team (including Safeguarding Practitioner)

**West Locality*** Bury St. Edmunds
* Haverhill
* Newmarket
* Mildenhall
* Sudbury
* Flexible Care & Support Team (including Safeguarding Practitioner)
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| **Hours per week** | Your choice of up to 37 hours per week. [Flexible Working options available](https://askhr.suffolk.gov.uk/recruitment/job-applicants/what_is_flexible_working) to support you, your work life balance and career. |
| **Status** | Permanent |
| This role offers 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*
* *Use of flexitime / time off in lieu*
* *Working from home*
* *Working from different Council buildings*

All flexible working preferences will be considered alongside the individual demands and nature of the role.  |

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| **Main purpose of the job** |

As a professional Social Worker, you will play a key role in promoting personalisation, independence, well-being and choice by providing a Social Care service to adults with care and support needs and their carers, carrying out complex strengths-based assessments/reviews, short term enablement plans, specialist mental capacity assessments, support plans and safeguarding plans.

As part of Adult and Community Services (ACS), you will have the opportunity to empower Suffolk residents to lead safe, healthy and fulfilling lives. You will strive to support independence amongst people accessing our services, using our Supporting Lives, Connecting Communities framework and Signs of Safety and Wellbeing practice approach. This approach draws on strengths, resources and networks that people and families have, to identify and build solutions that work for them and respects people as experts in their own lives.

You will be responsible for managing a challenging caseload while operating at all times to the Social Worker level of [Professional Capabilities Framework](https://www.basw.co.uk/professional-development/professional-capabilities-framework-pcf), this will include completing a range of assessments; and Knowledge and Skills Statements for adult social workers.

Whilst you will work within the policy and procedures of the Suffolk County Council under supervision, you are also be expected to exercise a high level of autonomous professional judgement and risk evaluation, taking responsibility for the safety and wellbeing of people accessing ACS services.

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| **About the service**  |

ACS aims to support people achieve the outcomes that matter to them in their lives, promoting their wellbeing and independence through both statutory and non-statutory interventions and preventing or reducing their need for reliance on others.

We have a vision that supports outstanding outcomes for people, by working in new ways with our partners. Suffolk County Council (SCC) through its values and priorities is committed to delivering effective, efficient services and high-quality, person-centred care.

ACS is committed to delivering effective, efficient services that offer high-quality, person-centred care and the best quality support within the resources available. We embrace the use of digital, technology and innovation, delivering a higher quality service to people living in Suffolk, by doing the right thing at the right time and place.

We have adopted a strengths-based and solution-focused approach, focusing on proactive, preventative and personalised actions that promote people’s well-being and independence. Supporting Lives, Connecting Communities (SLCC) is a three-tier framework to working with adults with care and support needs, carers and families that consider strengths based and personalised solutions to enable individuals meet their aspirations through the care and support planning process.

You will work with adults and older people aged 18 and over (and their carers), including those with physical disabilities, learning disabilities sensory impairment, dementia and related mental health needs and other adults with care and support needs at risk of harm or neglect, who are unable to protect themselves. You will be expected to work with complex and challenging cases. In doing so, you will utilise your skills, promoting the person’s strengths and potential for independence, reducing the need for more intensive services including prevention of hospital admission.

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

**You will be expected to:**

* Meet Suffolk Council’s statutory duties under the Care Act 2014 and related legislation and guidance for adults with care and support needs and their carers.
* Practice effectively, exercising high quality judgements in situations of increasing complexity, risk, uncertainty and challenge, acting with confidence and considerable autonomy whilst accessing and using support and advice.
* Ensure that any intervention to support identified needs for an adult strengthens their independence and support networks, promotes their well-being and contributes to their desired outcomes.
* Effectively manage a caseload of complex cases, taking responsibility for ensuring compliance with performance and good practice requirements.
* Carry out reviews of adults with care and support needs and their carers, ensuring that arrangements to meet their identified outcomes continue to be effective.
* Work collaboratively with statutory, private and voluntary agencies to deliver an effective joint response to Health and Social Care needs.
* Apply national eligibility criteria and local procedures and guidance, ensuring resources are maximised and used in the most cost-effective way.
* Work with people, setting clear objectives, based on focused strengths and solutions-based assessments established in partnership, but led by the adults with care needs and carers.
* Work at all times in an anti-discriminatory way, consistent with Suffolk equal opportunities approach.
* Integrate professional knowledge, the views of people using services and research/evaluation evidence in your practice.
* Be available for supervision, as required and to prepare for supervisory sessions, as required by the Senior Social Worker or Team Manager.
* Undertake capacity assessments under MCA 2005 as necessary.
* Maintain timely and qualitative case records and other information requirements utilising Suffolk’s computer recording (LAS) and IT systems as appropriate.
* Co-ordinate and undertake safeguarding adults’ investigations promoting Making Safeguarding Personal, and other assessments specific to adult social care.
* Undertake identified training for professional development and to take responsibility for meeting continued Social Work England ‘registration requirements.
* Provide professional support to unqualified staff (Independent and Wellbeing Practitioners) and contribute to service development and good practice.
* Contribute to achieving adult social care national and local performance indicators and Service Plans.
* Work flexibly across ACS in response to fluctuating service needs.
* Undertake other adult social care duties commensurate with this social worker grade e.g. contribution to project work or emergency planning response.
* Provide reports to meetings, as necessary, of a high standard and within the proper timescales.
* Complete the ASYE programme (for newly qualified social workers if required).

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

**Qualifications and professional memberships**

1. Social Work qualification (diploma/degree).
2. Current and valid registration with Social Work England.
3. Evidence of Continued Professional Development.

**Values and personal qualities**

1. A passion for improving the lives of people who access our services.
2. A passion for delivering personalised services with an emphasis on collaboration, partnership, responsibility, community and health relationships, quality, professional growth for staff and growth for the people we support.
3. Resilience under pressure and ability to remain positive when challenged.
4. Self-confidence and perceptive to enable open and honest relationships with colleagues and customers.
5. Ability to demonstrate the Council’s 21st Century skills and the WE ASPIRE values.
6. Commitment to working to social models of disability.
7. Person-centred skills including, respect and sensitivity in order to meet the adults with care and support/cares’ needs, goals and cultural identities.
8. A commitment to safeguarding and promoting the welfare of children, young people and adults at risk of abuse or neglect.

**Specialist knowledge skills and experience**

1. Knowledge and understanding of the relevant Health and Social Care legislation and current policy and practice.
2. A commitment, knowledge and understanding of Equal Opportunities policy and anti-discriminatory practice.
3. Ability to communicate clearly and appropriately with members of the public, colleagues and staff in other agencies – verbally, on the telephone and in writing.
4. Ability and knowledge to implement evidence informed practice.
5. Be able to demonstrate good IT skills with a view to using various computerised and electronic case management systems.
6. An ability to develop and adapt in light of the changing Health and Social Care policy environment.
7. Able to plan, manage and prioritise workloads, demonstrating good time management skills.
8. Able to liaise and work effectively as a member of a multi-disciplinary team, as appropriate.
9. Able to co-ordinate and manage complex care and support plans.
10. Ability to assess risk and take appropriate action.
11. Ability to manage complex relationships.
12. A high level of literacy and numeracy skills for report writing and information recording.
13. Ability to communicate effectively when using an interpreter, good non-verbal communication.
14. Ability to negotiate, influence and conciliate with a range of people including customers, carers and other agencies.
15. An ability to demonstrate equipment, advise on methods to a range of people including customers and informal carers.
16. Able to use creative and innovative thought for individual situations.
17. Ability to manage casework, including working effectively with a variety of stakeholders, following agreed policies and procedures and achieving good timely outcomes with customers.

**Additional requirements**

1. An enhanced DBS check is required for this role.
2. To adhere to and apply the code of ethics of the professional regulating body.
3. Willingness to undertake continuous professional development.
4. A full UK driving licence is required.
5. Expectation to travel around the County to meet the demands of the service.
6. Flexible approach to work which may include working outside core hours.

**Travel requirements**

1. This organisation positively encourages the use of technology to communicate and engage, but in this role you will need to operate across a wide and rural area, so you must 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.



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.

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| **W** | **Wellbeing** – Looking after yourself and each other #oneteam |
| **E** | **Equality** – Respecting, valuing, embracing, and celebrating everyone’s unique differences |
| **A** | **Achieve** – We are the best we can be |
| **S** | **Support** – We work as one team |
| **P** | **Pride** – We are passionate about making a positive difference to the people and place of Suffolk |
| **I** | **Innovate** – We believe that every penny counts and every minute matters |
| **R** | **Respect** – We give and earn respect |
| **E** | **Empower** – We empower, encourage, and motivate |

Visit our [**careers pages**](https://www.suffolk.gov.uk/jobs-and-careers/working-for-suffolk-county-council/our-aspire-values/) for more information on our ASPIRE values.

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| **Guaranteed Interview Schemes** | If you are a care leaver or have a recognised disability, please tell us on your application form and we offer a guaranteed interview for those who meet the essential criteria from the role. |
| **Reasonable Adjustments** | If you have a disability or long-term illness that may prevent you from meeting any of the essential criteria, please contact us to discuss whether a reasonable adjustment can be made.**Tel: 03456 053 000 Email:** **recruitment@suffolk.gov.uk** |

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| 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 **Working for Suffolk County Council** page on our website to learn more. |