



JOB DESCRIPTION

JOB TITLE:	SOCIAL WORKER – MENTAL HEALTH
DEPARTMENT:	COMMUNITIES AND WELLBEING IN PARTNERSHIP WITH Greater Manchester West Mental Health Foundation Trust
GRADE:	QUALIFIED SOCIAL WORKER Band 8 – level 3 + AMHP Allowance if trained and approved

DIRECTLY RESPONSIBLE TO:

Accountable within normal arrangements for professional accountability to the designated Locality Manager, with authority to advise. To work as part of an Adults Community Mental Health Team (CMHT) with accountability for specific areas of work.

DIRECTLY RESPONSIBLE FOR:

To work within the policy of Greater Manchester West Mental Health Foundation Trust (GMWMHFT). Social Services Committee and the authority delegated to the Directory of Social Services, as outlined by Departmental Guidelines.

To accept full responsibility for a caseload of service users with significant mental health needs, which may include all client groups and will include more vulnerable individuals or those with complex problems, or those who need to be safeguarded.

Main Purpose of the Job:

To contribute to the delivery of mental health services, and provide a casework service in collaboration with service users and CMHT colleagues. To practice in accordance with CPA and the recovery model of care.

To manage a caseload – assess, plan, implement and review and evaluate care, negotiating for and coordinating the application of resources and seeking modification of attitudes or behaviour when required.

To co-ordinate and access the use of additional resources, such as, specialist interventions from other agencies or professionals, supported accommodation or day time activities. This may include all client groups and more vulnerable individuals, or those with complex problems. This post is specific to CMHT interaction with service users.

The postholder will be expected to work flexibly to meet the demands of the service. This includes some weekend working.

Main Duties:

- To make an assessment of service users needs in line with agreed CMHT protocols and procedures.
- Undertaking visits to service users' homes and to support service users to engage fully in their local communities.
- To provide assistance to service users to enable them to maintain appointments with other parts of the mental health service and with other agencies, escorting duties, including attending court, when appropriate to the circumstances.
- To provide information to service users and negotiate for and co-ordinate the provision of specialist, other agency, residential, domiciliary and other resources as appropriate and to organise/attend case conferences and to visit local authority, residential and day care establishments to provide support to service users.
- To assess the needs/problems of service users and plan specific objectives for meeting those needs within the framework of the Care Programme Approach, recovery based principles and evidence based practice.
- To implement and evaluate action or treatment plans in collaboration with service users, carers and the MDT.
- To act as mediator and advocate on behalf of the service user, the local authority, the family and society in general, with a view to resolving and/or controlling problems and/or conflict. Undertaking visits to client's relatives, friends or neighbours as appropriate.
- To undertake specific areas of work and supervise personnel, including trainees.
- To participate in CMHT duty worker rota as directed by the Locality Manager or nominated deputy.

- To participate in CMHT weekend working rota as directed by the Locality Manager or nominated deputy
- To participate in the AMHP rota if qualified to practice as an AMHP. To undertake standby duties if required and to undertake the AMHP role providing emergency mental health act assessments as part of the AMHP duty rota, and provide mental health act advice and support within the CMHT. To deliver S7 and CTO assessments as required.
- To work in accordance with Trafford Multi-Agency Safeguarding Procedures to ensure that mental health service users live a life free from harm.
- To maintain up to date service user records using the electronic database, prepare and provide reviews and reports and maintain a workload management system as required.
- To attend departmental meetings, discuss cases and staff development needs and to undertake training programmes as and when required.
- To operate as part of a multidisciplinary team, attending and contributing to clinical meetings and professionals meetings, providing a social work perspective and utilising a social work knowledge base.
- To work at all times within the established policies and practices of GMWMHFT.
- Without prejudice to be foregoing, to undertake any other duties as directed by the Assistant Director of operations and to function within such areas of operation as required, in the interest of the service.

Standard Statements

HEALTH AND SAFETY

- To operate safely within the workplace with regard to the Council's health and safety policies, procedures and safe working practices. To be responsible for own Health and Safety and that of other employees.

EQUALITIES & DIVERSITY

- To work within the Council's Equalities and Diversity Policy, embracing through personal example, open commitment and clear action that diversity is positively valued, resulting in access for all by ensuring fair treatment in employment, service delivery and external communications.

CUSTOMER CARE

- To continually review, develop and improve systems, processes and services in support of the Council's pursuit of excellence in service delivery; to recognise the value of its people as a resource.

TRAINING AND DEVELOPMENT

- To identify own training and development needs with your manager, taking an active part in your Personal Development and Review Plan. To access development opportunities as they arise and share learning with others and where appropriate, actively encourage a learning environment and development within others.

POLICY

- To work at all times within the established policies and practices of the Council and Pennine Care NHS Foundation Trust, within the framework established by the Council Constitution and associated guidance.

INFORMATION GOVERNANCE

- Confidentiality is of prime importance. In the normal course of duties, the post holder will have access to personal and or sensitive information relating to service users, staff and contractors, as well as information of a commercially sensitive nature. Such information should not be communicated to anyone outside or inside the Council unless done in the normal course of carrying out the duties of the post. Disciplinary action will be considered where a breach of confidence and or data breach has been established.

All information obtained or held during the post-holders period of employment that relates to the business of the Council and its service users and employees will remain the property of the Council. Information may be subject to disclosure under relevant legislation.

Disclosure of Criminal Background (if applicable)

All employers are required to check with the Disclosure and Barring Service, the possible criminal background of staff and volunteers who apply to work with, or will have access to information about, children and young people or vulnerable service users.

If it is a requirement of the post that such a check be undertaken, successful applicants will be asked to complete and sign a Disclosure Form giving permission for the screening to take place. Having a criminal record will not necessarily bar you from working within Children, Families and Wellbeing Service. This will depend on the nature of the position and the circumstances and background of any offences.

Please note applicants refusing to sign the form or failing to disclose any convictions will not be progressed further.

Children, Families and Well-being Service is committed to safeguarding and promoting the welfare of children, young people and adults. We expect all staff and volunteers to share this commitment



PERSON SPECIFICATION

JOB TITLE:	SOCIAL WORKER
DEPARTMENT:	COMMUNITY SERVICES & SOCIAL CARE
GRADE:	Band 8 (Plus AMHP allowance if approved)
STAGE ONE:	Disabled candidates are guaranteed an interview if they meet the essential criteria

MINIMUM ESSENTIAL REQUIREMENTS	METHOD OF ASSESSMENT *
1. Qualifications/Training etc.	
DIP/SW Qualification or Social Work Degree	A/I
Experienced level 3 social worker	
Registration with the Health Care Professions Council (HCPC)	
If currently not AMP trained – commitment to undertake training	

2. Experience	
Significant mental health experience in statutory or voluntary sector	A/I
3. Knowledge	
Up to date knowledge of Mental Health Act 2007 Mental Capacity Act and Community Care Legislation.	A/I
4. Skills & Abilities	
Good communication skills.	A/I
Sound Assessment skills.	A/I
Risk Assessment and Risk Management experience.	A/I
Engagement skills.	A/I
Self-motivated, committed to anti discriminatory practice.	A/I
Applicants should have a full current driving licence and access to transport, or if disabled be otherwise able to fulfil the mobility duties of the post.	A/I/Licence
5. Special Working Requirements	
A flexible working policy is in operation	I
A policy of no smoking will apply	
An expectation that work will be required out of normal office hours from time to time (including occasional weekend working)	

STAGE TWO: Will only be used in the event of a large number of applicants meeting the minimum essential requirements

ADDITIONAL REQUIREMENTS	METHOD OF ASSESSMENT *
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1. Qualifications/Training etc.	
AMHP Trained with AMP status	A/I
2. Experience	
3. Knowledge	
Knowledge of psychosocial Interventions	A/I
4. Skills & Abilities	

*** Method of Assessment**

A = Application form, **C** = Certificate, **E** = Exercise, **I** = Interview,
P = Presentation, **T** = Test, **AC** = Assessment centre