

**JOB DESCRIPTION**

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| **Post Title**: Advanced Practitioner | | | |
| **Department**: Children & Young People | | **Post No**: | |
| **Division/Section**: Social Care & Safeguarding | | **Post Grade**: Grade 14 | |
| **Location**: Any location within the Borough of Bury | | **Post Hours**: 37 | |
| **Special Conditions of Service**:  Occasional work outside of normal office hours may be required  Post holder must maintain up to date registration with Social Work England | | | |
| **Purpose and Objectives of Post**:  To ensure high quality practice and effective management of risk and need.  To provide effective and high quality professional social work to children, families, foster carers and adopters in accordance with legislation, national, regional and local statutory guidance, policies and procedures  To work with stakeholders to effectively manage, assess and plan for present and future risk situations of service users by assessing the needs of individual children’s families, foster carers and adopters by drawing on their experiences and voices, and ensuring links to current practice, research and theoretical bases to inform care planning.  Significantly contribute to the development and implementation of high-quality social work practice within the service. | | | |
| **Accountable to**: Director of Social Care Practice | | | |
| **Immediately Responsible to**: Team Manager | | | |
| **Immediately Responsible for**: Mentoring and support of trainees, students and Social Workers. Direction of Family Support Workers in delivery of specific interventions. | | | |
| **Relationships: (Internal and External)** Internal With all departmental staff, particularly those concerned with the provision, evaluation and administrative support of services for children, young people, carers and their families. External Members of the public, children, young people, parents, carers.  Staff in other Departments e.g., Education, integrated youth support  G.P.s and Health Authority personnel  Relevant statutory and voluntary agencies concerned with children and families  Courts, Legal personnel  Police and Probation  Elected members  Appropriate external bodies e.g., third sector, voluntary agencies  Fostering Network  Adoption Now  AGMA & other regional/national bodies  Department for Education | | | |
| **Control of Resources**:  To work within controlled budgets and make effective use of resources  To ensure adherence to GDPR principles | | | |
| **Duties/Responsibilities**: | | | |
| Frontline Practice | | | |
| Provide a professional social work service to children in need, in need of protection, children in care and their families/carers in accordance with the principles of the Children Act.  To provide specialist and expert advice in the context of particularly complex or challenging social care cases.  To personally manage a complex and diverse caseload, ensuring children, families and/or carers receive support to meet their assessed needs.  Lead and undertake assessments or interventions in complex and/or contentious cases.  Work directly with challenging children, young people and vulnerable service users employing a wide range of social work knowledge, skills, methods and techniques  Process referrals and complete assessments in accordance with statutory requirements and departmental policies.  Contribute to the preparation and implementations of plans for children in need, child in need of protection, children in care, foster carers, adopters and family support)  Work effectively and co-operatively within a professional, family, foster carer network established in respect of individual children, families and carers.  Attend, and where required lead, child protection conferences, statutory reviews, core groups, fostering panel, adoption panel, disruption meetings, departmental meetings and verbally contribute in a professional manner to the course of the proceedings.  Work in partnership with children, families and carers in a variety of settings such as the office, home environment and any other suitable settings for social work practice.  Interview children, young people and carers where there are allegations of abuse in accordance with guidance and where necessary undertake those interviews jointly with the police.  Prepare written reports of a high professional standard for use in a variety of settings, including Court proceedings. | | | |
| Act as a representative of the Local Authority at court, give verbal evidence at Public and Private proceedings and give account of Local Authority actions.  Represent the Local Authority when cases are being transferred between authorities. | | | |
| Participate in a Social Work duty rota within the Social Work Team.  Service Development & Improvement | | | |
| Assist the Team Manager in the co-ordination, support and development of the team.  Support frontline practitioners in effective decision making, providing professional support, advice and challenge.  Identify, understand, model and share good practice, supporting its systematic and coherent embedding of Social Work Practice standards.  Offer mentoring, coaching, support and practice expertise to other less experienced team members, supporting in their professional development and progression.  Undertake a Practice Educator role and/or assist and support Practice Educators in the development of students in placement. | | | |
| Support staff and/or foster carers in improving their performance as part of an agreed support plan.  Contribute to the implementation across the service of agreed practice models and evidenced based interventions  Participate in auditing or case dip sampling when directed and quality assurance processes across the services.  Contribute to the maintenance and development of an efficient and effective social work team, attend and contribute to team meetings in a structured professional manner.  Participate and lead in task groups and working parties to develop services, polices, procedures and practice. Participate and gain the views of children, young people, carers, adopters to inform service improvement. | | | |
| Undertake training and professional development appropriate to the duties of the post.  Participate in supervision were directed within the departmental policies; act in accordance with plans or undertakings given within supervision. | | | |
| Information Management  Operate within GDPR guidelines by regularly reviewing data held and destroying information in line with retention schedules | | | |
| Assist to collect and collate data/statistical information to monitor and report on social work performance. | | | |
| Participate as required in the administration and organisation of all work related to social work duties associated with the post. | | | |
| Provide information to assist in the planning, implementation or monitoring of services.  Utilise performance information to improve practice.  General | | | |
| As an employee of Bury Council you have a responsibility for, and must be committed to, safeguarding and promoting the welfare of children, young people and vulnerable adults and for ensuring that they are protected from harm.  Bury Council is committed to equality, diversity and inclusion, and expects all staff to comply with its equality related policies/procedures, and to treat others with fairness and respect.  The post holder is responsible for Employees Duties as specified with the Corporate and Departmental Health and Safety Policies.  As an employee of Bury Council you should contribute to a culture that values and supports the physical and emotional wellbeing of your colleagues. | | | |
| Where an employee is asked to undertake duties other than those specified directly in his/her job description, such duties shall be discussed with the employee concerned who may have his/her Trade Union Representative present if so desired. (See paragraph 203 of supplemental Conditions of Service) | | | |
| **Job Description prepared by:** | **Sign:** | | **Date:** |
| **Agreed correct by Postholder:** | **Sign:** | | **Date:** |
| **Agreed correct by Supervisor/Team Manager:** | **Sign:** | | **Date:** |



**CHILDREN & YOUNG PEOPLE DIRECTORATE**

**ADVANCED PRACTITIONER**

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| **SHORT LISTING CRITERIA** | **ESSENTIAL** | **DESIRABLE** |
| **Qualifications** | | |
| Social Work Degree, CQSW, CSS, DiPSW or equivalent | **🗸** |  |
| Registration with Social Work England | **🗸** |  |
| **Experience** | | |
| Significant post qualifying experience in a Social Work setting with children and families, | **🗸** |  |
| Significant experienced within a specialist area of activity (e.g. Child Protection, Court work, Children in Care, Fostering, Adoption) |  | **X** |
| Experience of undertaking research and producing reports and recommendations. | **🗸** |  |
| Proven commitment to and experience in implementing Equal Opportunities as a provider of services to the public. | **🗸** |  |
| Experience of providing coaching or formal mentoring. |  | **🗸** |
| **Knowledge & Understanding** | | |
| Thorough knowledge of relevant legislation and Government initiatives | **🗸** |  |
| Excellent understanding of the application of social work theory and practice. | **🗸** |  |
| Excellent understanding of Children’s Social Worker professional standards, regulatory and inspection regimes and requirements. | **🗸** |  |
| Demonstrable personal commitment to continued professional development, and understanding of its importance in improving social work practice. | **🗸** |  |
| Understanding of GDPR and the principles of good information management | **🗸** |  |
| **Other** | | |
| Satisfactory enhanced DBS Disclosure | **🗸** |  |

**CRITERIA FOR INTERVIEW AND OTHER ASSESSMENT METHODS**

**The short-listing criteria listed plus the following:**

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| **ASSESSMENT**  **METHOD** | **CRITERIA** |
| Interview / Assessment | Ability to motivate and challenges employees and staff groups. |
| Interview / Assessment | Ability to form good working relationships and work in partnership with colleagues and other agencies. |
| Interview / Assessment | Highly effective communicator, able to engage effectively and professionally with extremely vulnerable children, young people and their families. |
| Interview / Assessment | Ability to understand highly complex and conflicting information and to make difficult judgement calls. |