



TRAFFORD
COUNCIL

Social Worker (Leverl 3)

Role Profile

Service: Adult Social Care
Grade: Band 8
Reporting to: Senior Practitioner / Service manager

About Us

Trafford is a great place to live, work, learn and visit. From its leafy suburbs, to its more urban areas, the borough takes pride in its strong, diverse communities, its cultural and sporting heritage and its position at the heart of the region's economic powerhouse.

Trafford Council and its partners in the public, private and third sectors are embarking on a Vision which sees us working together to close inequality gaps and maximise Trafford's huge potential.

Our vision: Working together to build the best future for all our communities / everyone in Trafford.

Our vision is about giving people in Trafford greater choice about where they live; to build and sustain in thriving communities; and to develop areas which we can all take pride in. It's about people living healthily; receiving care when they need it and having access to our green spaces with great transport links across the borough.



Our Culture

Trafford Council employs around 2300 non-school members of staff and as one of the biggest employers in the borough, we work hard to make Trafford Council an employer of choice. We care what you think and believe you are more than just a job role. We have a great benefits' package and a real focus on your health and wellbeing, as well as, extensive learning, succession and development opportunities.

For us, it's not just about *what* we achieve as an organisation, but *how* we do it. Therefore, all employees are expected to display our **EPIC** values.

At Trafford Council we are EPIC

We EMPOWER – We inspire and trust our people to deliver the best outcomes for our customers, communities and colleagues.

We are PEOPLE CENTRED – We value all people, within and external to the organisation and give those around us respect. We will act with honesty and integrity in all that we do, and create an environment that enables everyone we work with to thrive and succeed.

We are INCLUSIVE – We are committed to creating an environment that values and respects the diversity and richness differences bring

We COLLABORATE – We build relationships, collaborate; treat people as equal partners and work together to make things happen.

About the Role

This Role Profile outlines the key tasks you will be expected to perform to give you an understanding of a typical day and the key activities that you will be expected to deliver or contribute to the delivery of.

The 'About You' section explores what qualifications, experience, skills and knowledge you will need for the role.

We are a values based organisation and you will need to reflect our values, as well as the requirements in 'About You' in your application.

Your Main Priorities

- To provide social work support, assessment, and review for adults with a physical disability or age related impairments including dementia
- Ensuring a high quality service for Trafford residents and their carers
- Person centred care and a commitment to anti-discriminatory practice
- Promoting People's rights to self determination
- A focus on improved health and wellbeing
- Adherence to relevant legislation

Key duties

- To provide statutory functions under the Care Act 2014 for adults with a physical disability or age related impairments including dementia, working within the statutory and performance management frameworks, and departmental guidelines.
- To manage an allocated caseload.
- To assess, or arrange for the assessment of carers, where appropriate.

- To plan, implement and evaluate action in conjunction with disabled people to enable them to attain their maximum desired potential.
- To work with partners in the public and independent sectors to enable effective outcomes for disabled people.
- To use professional skills and knowledge to assist and support service users and to act in an advocacy role, as appropriate.
- To maintain accurate records of intervention and progress, including sound care planning.
- To organise/attend case conferences.
- To participate in other activities which benefit from the application of professional skills, e.g. working parties, service developments, policy formulation, group work.
- To work as a contributing member of the Integrated Team taking part in team meetings, duty rotas etc.
- To work within agreed Departmental policy and procedures.
- To participate, where appropriate, in the training and/or development of other staff.
- To contribute to the effective deployment of resources.
- To undertake all duties in an anti-oppressive manner
- To undertake any other duties as commensurate with the grade of the post and as required by the Director of Community Services and Social Care or representative.

About You

Qualifications and Professional Development

- Experience of direct work with adults

- Work within multi-disciplinary team
- Recognised Social Work Qualification
- (DIP SW, CQSW, CSS) and registration with the GSCC Assessment, care management and reviewing skills.

Experience and Knowledge

- Experience working in a busy (Adult Social Work) Community setting
- A commitment to understanding the local demographic and gaining knowledge regarding local services.
- Good deaf awareness.
- Knowledge of social model of disability.
- Ability to manage a caseload, prioritise and work independently under pressure.
- Effective written and oral communication skills appropriate to role.
- Working understanding of relevant legislation and ability to work within legal and departmental frameworks.
- An understanding of the need to observe the Service's confidentiality policy.
- An understanding of the importance of the Equal Opportunities policy.

Skills and abilities

- Ability to work in anti-discriminatory manner.
- Able to operate safely within the workplace by identifying risk and using safe working practices and actions to minimise it.
- The ability to seek out and respond positively to development opportunities as they arise, supporting and sharing learning with others.
- Analytical skills

- Collaborative
- Comfortable with using own initiative
- Communication & engagement skills
- Competent ICT and numeracy skills
- Delivering Results
- Driven and self-motivated
- Effective organisational and planning skills.
- Excellent written and verbal communication skills including report writing
- Financial management
- Influencing
- Project management
- Team building and performance management skills

Special Conditions

- DBS required
- Car User
- Unsocial Hours/Weekend

Date prepared/revised: Jan 2020

Prepared/revised by: BG/ML

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 your 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 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, 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.

To ensure information is shared safely and complies with information governance standards and associated legislation.