

## Social Worker

## Role Profile

**Service:** Adult Social Services

**Grade:** Band 7/8

**Reporting to:** Service Manager and Senior Practitioner

**Responsible for:** N/A



### We Have

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.

## A day in the life

'A day in the life' section of 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 'you have' section explores what qualifications and experience you will need for the role and the 'your strengths' section is where you can tell us about what skills and knowledge you can bring with you to succeed in the role.

We are a values based organisation, so reflecting our values in your evidence will support 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

### **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.

## You Have

- 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.
- Good D/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.
- Ability to work in anti-discriminatory manner.
- IT literate, to maintain computer and manual systems for record keeping.
- Ability to use supervision to improve personal development
- Able to operate safely within the workplace by identifying risk and using safe working practices and actions to minimise it.
- An understanding of the need to observe the Service's

## Your strengths

- 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

<p>confidentiality policy.</p> <ul style="list-style-type: none"> <li>• An understanding of the importance of the Equal Opportunities policy.</li> <li>• The ability to seek out and respond positively to development opportunities as they arise, supporting and sharing learning with others.</li> <li>• A flexible working policy is in operation</li> <li>• An expectation that work will be required out of normal office hours from time to time</li> <li>• A policy of no smoking will apply</li> <li>• This is an essential car user post. Applicants should have a full current driving license and access to transport, or if disabled, be otherwise able to fulfil the mobility duties of the post.</li> </ul>	
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Date prepared/revised:

Prepared/revised by:

### **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.