

Job Specification

Job title: Advanced Practitioner
Service: Support and Safeguarding
Grade: G10
Reporting to: Locality Manage

Your job

You will supervise a locality team of Social Workers, managing the allocation of cases and oversight of caseload throughout. You will ensure there is a high standard of assessment and support planning with appropriate challenge and negotiation in the approval of packages of support.

You will develop and maintain high professional standards for the team in line with current and future legislative and corporate requirements and will quality assure and approve supported self-assessments and support plans produced by Social Care staff.

You will provide support and oversight to Safeguarding processes and chair strategy discussions and meetings on a regular basis.

You will support the development and commissioning of appropriate packages of support, working in partnership with providers and voluntary organisations.

You will work independently and as a team member providing excellent customer care at all times and promoting positive behaviours in the workplace. You will also work in an integrated team with both health and wider social care colleagues.

In this job you will

On an on-going basis you will:

- ◆ Manage the allocation of incoming work to the locality team.
- ◆ Be responsible for the supervision of a team of Social Workers, both experienced and ASYE.
- ◆ Provide scrutiny to packages of support in line with achieving excellence for adult social care.
- ◆ Manage staff processes including recruitment, training, induction and Continuous Professional Development (CPD).
- ◆ Work flexibly to meet the needs of the service and support other localities as necessary.
- ◆ Lead and Chair meetings as required.
- ◆ Negotiate with providers and third party sector organisations on a range of services for service users.
- ◆ Produce social care assessments and support plans for service users as required.
- ◆ Be responsible for the planning of Duty rotas.
- ◆ Monitor and analyse the costs of care packages.
- ◆ Contribute to the development of policies and procedures within the department.

In this job you will need

You must be able to demonstrate the following essential requirements:

- ◆ Significant social work experience within an Adult team and be registered with HCPC.
- ◆ Hold a Level 4 Management qualification or have the ability to demonstrate equivalent experience of supervising others.
- ◆ Excellent communication and organisational skills.
- ◆ Extensive up to date knowledge of legislation relevant to the role and its application.
- ◆ Excellent literacy and numeracy skills.
- ◆ Excellent presentation skills for team meetings and wider service delivery as required.
- ◆ Understanding of social care databases and systems for the allocation and completion of work.
- ◆ Understanding of budgetary impacts and how to provide services in a variety of ways to meet need.
- ◆ Ability to analyse information and provide appropriate responses and updates to managers and colleagues.
- ◆ Ability to make decisions based on risks and benefits analysis.

Our culture

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

Be Positive... take pride in all that you do

Be Accountable... be responsible for making things better

Be Courageous... be open to doing things differently

Individuals with line management responsibilities are also expected to ...

Inspire... lead by example and help others to see the big picture

Care... show genuine concern for people as individuals and value their contributions

Engage... I connect with others both within and beyond the organisation

Staff Deal

Our Staff Deal is an informal agreement with all staff. It outlines what you can expect from us, and in return what we expect from you.

Staff Deal

Wigan
Council

Our part

- Provide strong, honest and visible leadership
- Reward your commitment and hard work
- Care for your health and well being
- Listen to you and put your ideas into action
- Support you to give something back
- Offer opportunities to learn and grow
- Be one team, one council
- Believe in you

Signed

Donna Hall

Donna Hall CBE, Chief Executive

Your part

- Listen, be open, honest and friendly
- Be efficient, flexible and professional
- Care for your health and stay active
- Tell us how we can improve
- Give something back whenever you can
- Take opportunities to learn and grow
- Be one team, one council
- Believe in yourself and our borough

Signed



WiganCouncilOnline



wigancouncil



@wigancouncil



wigan.gov.uk