



Stockport Council Job Description

Post Title: Independent Reviewing Officer Section 42
Care Act 2014.

Service Area: Adult Social Care

Directorate: Services to People

Salary Grade: SO3, SCP38

Post Reports to: Integrated Team Leader

Post Responsible for: Social Workers and Social Care Officers

Main Purpose of the Job: To support the Adult Safeguarding Service in managing the day to day performance of the Adult Safeguarding Team.

Direct responsibility for chairing Adult Safeguarding Case Conferences that have been investigated by the relevant responsible teams.

Responsibility for supporting the Safeguarding Adult Review (SAR) process.

Responsibility for supporting the auditing of case files to quality assure practice.

Responsibility for maintaining effective mechanisms for the day to day operational communication with internal and external partners

To provide support, advice and guidance to inquiry officers in day to day decision making. To authorise interventions, approve actions, risk assessments and triaging decisions associated with Safeguarding Adults and Deprivation of liberty Safeguards (DOLS)

To ensure services are provided with relevant support to meet the required standards to effectively work within the relevant legal and agreed policy frameworks.

To work in collaboration with the Safeguarding Adults Board and implement any new changes.

Job activities:

1. To provide safeguarding leadership across relevant social work teams
2. Allocating action plans agreed at case conferences.
3. Making decisions and approving enquiry officer's investigation reports.
4. Agreeing protection plans and risk assessments
5. Attending team meetings as required
6. Operationally implement and monitor safeguarding procedural changes as required.
7. Directing staff to ensure they maintain an understanding of legislative and policy developments and promote continued professional development.
8. Supporting staff to address areas of poor practice or performance. Undertake Performance Development Reviews with staff and identify training and development needs.

Additional duties:

To work positively and inclusively with colleagues and customers so that the Council provides a workplace and delivers services that do not discriminate against people on the ground of their age, sexuality, religion or belief, race, gender or disabilities.

To fulfill personal requirements, where appropriate, with regard to Council policies and procedures, health, safety and welfare, customer care, emergency, evacuation, security and promotion of the Council's priorities.

To work flexibly in the interests of the service. This may include undertaking other duties provided that these are appropriate to the employee's background, skills and abilities. Where this occurs there will be consultation with the employee and any necessary personal development will be taken into account.



Stockport Council Competency Person Specification

Post Title: Independent Reviewing Officer (Section 42 Care Act 2016)

Directorate: People's

The criteria listed below represent the most important skills, experience, technical expertise and qualifications needed for this job role.

Your application will be assessed against these criteria to determine whether or not you are shortlisted for interview. Any interview questions or additional assessments (tests, presentations etc) will be broadly based on the criteria below.

Competency	SCORE					Essential or Desirable
	0	1	2	3		
Substantial experience of Social Care Work in a statutory, voluntary or personal capacity.						Essential
Experience of working with adults in a care management setting.						Essential
Experience of supervising support workers, student supervision or mentoring						Essential
Experience of working in a multi-disciplinary setting.						Essential
Ability to motivate and inspire colleagues						Essential
Understanding of legislation and social policy with particular reference to the Care Act, Safeguarding, Mental Capacity Act.						Essential
Understanding of Risk Management and the ability to support others in assessing and managing risk						Essential
Change management skills to embed transformation and new models of care within an operational team.						Essential
Effective organisational and administrative skills.						Essential
Stress Management and the ability to help others work well under pressure						Essential
Ability to support and induct newly employed social workers and mentor newly appointed qualified social workers.						Essential
Ability to utilise ICT and make the most of it						Essential
Ability to communicate with and develop positive working relationships with colleagues in other disciplines in a challenging environment.						Essential
Registration with HCPC						Essential
Recognised social work qualification and POP (or level 3) award						Essential
Positive commitment to further training and self-development.						Essential
Understands and actively supports Stockport Councils diversity and equality policy.						Essential
To meet Stockport Council's standard of attendance.						Essential

An ability to work flexibly over a seven day period according to the needs of the service.						Essential
Change management skills to embed transformation and new models of care within an operational team.						Essential
Full driving licence and use of a car for work (<i>alternative arrangements will be made for disabled applicants who are unable to drive due to their disability</i>)						Essential
Understands and actively supports Stockport Councils diversity and equality policy.						Essential
To meet Stockport Council's standard of attendance.						Essential
A willingness to be flexible in a changing environment						Essential

Scoring key

- 0 – Not met essential criteria
- 1 – Partially meets essential criteria
- 2 – Meets criteria
- 3 – Exceeds criteria
- 4 – Exceptional