

## London Borough of Lambeth JOB DESCRIPTION

**Job Title:** Senior Social Worker  
**Directorate:** Children's, Adults and Health  
**Sub-cluster:** Children's Social Care  
**Grade:** PO3  
**Responsible to:** Team Manager  
**Responsible for:** Supervision of social work student placements (if a Practice Educator)

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### **Main Purpose of Post**

Act in the role of the lead professional in complex, statutory cases that require a qualified children's social worker, particularly child protection, care proceedings and looked after children cases;

To promote positive change in children and families lives by using social work methods, models and tools, with the aims of helping them to be as independent as possible and to manage risks of abuse and neglect

To make professional judgements in the context of the relevant legal and policy frameworks

To undertake initial and comprehensive assessments of children in need using the assessment framework, to plan how those needs will be met, to support them with putting those plans in to action, and review those plans and reassess needs

Establish and develop collaborative working with allied health and social care practitioners from children's and adults' services; and promote and model effective inter-agency working arrangements to ensure children are protected from risk of significant harm

To carry out safeguarding enquiries, support the work of others involved in these enquiries, and to support people with care and support needs to develop and put in to action safeguarding plans appropriate to their wishes and circumstances

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### **Key responsibility areas:**

1. To manage a complex and challenging caseload of children and families This will include carrying out effective work in cases with the following characteristics:
  - a. multi-agency input
  - b. complex family or organisational dynamics
  - c. serious hostility and conflicts of interest
  - d. multiple problems or disadvantages
  - e. multiple and significant risk factors
  - f. the need to take into account the public interest

2. To undertake the full range of assessment, care planning and reviewing activity in relation to children in need and looked after and formulate recommendations for support plans. This will include
  - a. Achieving concrete results through the application of a detailed knowledge of a wide range of legislation and policies
  - b. Contributing to work across networks, communities and agencies
  - c. Influencing change in the lives of children and families through relationship-based work
  - d. Practice that is demonstrably evidence-informed
  - e. Work that evidences sound decision-making, that is done with an appropriate level of independence and autonomy
  - f. Co-ordinating work across networks, communities and agencies
  - g. Taking the initiative, to form constructive alliances and to act as a change agent
  - h. Applying skills appropriately around management of self and professional identity
  - i. Working with appropriate independence, which will involve collaborating on equal terms with members of other professions
3. To undertake complex assessment work including Child Protection investigations and related duties.
4. To prepare applications and reports for court and to represent the Council at court in relation to this. Make recommendations to the Council to consider legal action, where appropriate.
5. To develop, implement and review casework plans with a range of children in need in accordance with legislation, best practice and Council policies and procedures.
6. To keep accurate records in accordance with policy, good practice and national standards.
7. To develop and maintain a thorough knowledge of legislation and regulations and departmental procedures relating to working with children.
8. To participate in training and development activities as agreed by line manager.
9. To attend, prepare for and make constructive use of supervision and appraisal meetings with line manager.
10. To undertake responsibility for any other project or area of work in agreement with line manager.
11. To organize and plan work activities taking into account competing demands and priorities and to keep manager appraised of any difficulties.

12. To collect and provide managers with such information as may be required about assessment and casework activity, utilizing new technology where available.
13. To recognise and act on safeguarding concerns relating to children and to adults with care and support needs, and contribute to the response to such concerns.
14. To meet the organisation's requirements in regard to record keeping, including that required for the monitoring of performance and quality.
15. To identify where needs cannot be met due to unavailability of resources or because of inadequate financial provision, and to make your manager aware of this.
16. To be responsible for the collation of identified information required for the monitoring of performance and quality.
17. To contribute to the investigation and resolution of complaints, Member's Enquiries or Local Government Ombudsman enquiries, and play a part as needed in identifying and acting on the lessons learned from these.
18. When serious occur, to take actions to address the immediate situation, if appropriate, and to make your manager aware.
19. To prepare and present reports and assessments to meetings of colleagues, reviews and panels, as well as legal proceedings.
20. To keep your skills and knowledge up-to-date, in order to be able to meet the requirements of your role and to maintain requirements of professional registration. This will include keeping up-to-date with relevant law, regulations and guidance, and acting in line with it.
21. Developing some specialist knowledge and skills in an area such as practice education or research methods and contributing to the development of services, policies, practice and research.
22. To work flexibly in undertaking the duties and responsibilities of this job, and participate as required in groups and task teams, some of which may involve working across disciplines, or with colleagues from across the Council and partner organisations.
23. To take responsibility, appropriate to the post for tackling racism and promoting good race, ethnic and community relations.
24. To carry out the duties and responsibilities of the post with full regard to the Council's Equal Opportunities Policy and any other council policies and good practice and guidelines, and for all work to be carried out in line with the Public Sector Equality Duty.

25. To undertake other duties within the post's scope of responsibilities that might be reasonably requested from time to time.

**PERSON SPECIFICATION**  
**Social Worker PO3**

<p>It is essential that in your written supporting statement you give evidence or examples of your proven experience in each of the short-listing criteria marked Application (A)</p> <p>You should expect that all areas listed below will be assessed as part of the interview and assessment process should you be shortlisted.</p> <p>If you are applying under the two ticks scheme, you will need to give evidence or examples of your proven experience in the areas marked with "Two Ticks" (✓✓) on the person specification when you complete the application form.</p>			<p><b>Shortlisting Criteria</b></p>
<p><b><i>For link/career graded post, please mark knowledge, experience, and behaviours clearly for each grade.</i></b></p>			
<b>Key Knowledge</b>	K1	Up to date professional and technical expertise in relation to children in need.	Interview
	K2	Knowledge of social work theories and values, and how to apply these in practice.	Interview
	K3	Thorough knowledge of proposed and actual legislation, statutory regulations and Government guidance and standards relevant to children in need.	✓✓Application/ Interview
<b>Relevant Experience</b>	E1	Pre or post qualifying Children's Social Work within a statutory or voluntary setting.	✓✓Application/ Interview
	E2	Experience of direct work with children undertaking assessment of need and risk	Application/ Interview
	E3	Extensive experience of successfully managing the most complex and challenging cases.	Application/ Interview
<b>Qualification</b>	Q1	Professional qualification in social work and must be registered with the Health & Care Professions Council (or any successor body)	✓✓Application
<b>Core Behaviours</b>		<p><b>Focuses on Citizens: Level 3</b> <b>Systematically engages with citizens of a regular basis</b></p> <p>Empowers and supports citizens and stakeholders to make informed choices and co-design future services</p>	✓✓ Application/ Interview
		<p><b>Takes Ownership: Level 3</b> <b>Drives continual improvement</b></p>	✓✓ Application/

		<ul style="list-style-type: none"> <li>▪ Constantly thinks 'how could we do this better'? E.g. doing something faster, more efficiently or to a higher standard.</li> </ul>	Interview
		<p><b>Committed to the Borough: Level 2</b> <b>Supports the borough</b></p> <ul style="list-style-type: none"> <li>▪ Gets involved in organisation-wide activities and activities not directly related to own service area.</li> </ul>	✓✓Interview
		<p><b>Empathy: Level 4</b> <b>Understands underlying issues</b></p> <ul style="list-style-type: none"> <li>• Displays an in-depth understanding of the on-going reasons for a person's behaviour or response to a situation.</li> <li>• Makes inferences that go beyond the explicit contents or emotion being expressed</li> <li>• Can interpret and understand poorly expressed thoughts, concerns or feelings</li> <li>• Is able to relate to people from a wide range of diverse backgrounds</li> <li>•</li> </ul>	Interview
		<p><b>Scans the environment: Level 2</b> <b>Explores broadly</b></p> <ul style="list-style-type: none"> <li>• Does not accept 'the way it has always been done'</li> <li>• When faced with a problem explores broadly by tapping into best practice.</li> <li>• Is open to ideas or input from different sources including citizens</li> </ul>	Application/ Interview
		<p><b>Works Collaboratively: Level 3</b> <b>Builds partnerships and relationships internally and externally</b></p> <ul style="list-style-type: none"> <li>• Takes the time to get to know others and their perspective</li> <li>• Manages relationships and partnerships for the long term – sharing information, building trust, constructively and openly tackling conflict and finding win/win solutions</li> <li>• Sets priorities and makes choices based on the wider needs of the Borough or the community and not just own service area</li> </ul>	✓✓Application/ Interview
		<p><b>Integrity: Level 3</b> <b>Walks the talk</b></p>	✓✓ Application/ Interview

		<ul style="list-style-type: none"> <li>• Champions the values of the Cooperative Council and own personal values through words and actions</li> <li>• Acts as a role model for others</li> <li>• Is prepared to admit to having made a mistake</li> </ul>	
Other		Displays capability across the range of domains of the Social Work professional Capabilities Framework and/or the relevant Knowledge and Skills Statements	✓✓ Interview

