

Lancashire County Council

Job description for the post of: Social Worker					
Directorate: Adult and Community Services			Location:	West Lancashire	
Establishment or team:		Short Term Support Service (SPoA)		Post number:	F-501-0011
Grade:	Scale 8	Line manager:	Amy Sharples	Car user:	Y
Staff responsibility: 0		Number of staff directly supervised: 0			
<p>The purpose of this job: To provide a strengths based, outcome focussed assessment service to all adults (with the exception of adult mental health) across community and hospital settings.</p> <p>The post holder will be required to:</p> <ul style="list-style-type: none"> Provide a professional social work service, including statutory social care responsibilities Contribute to service delivery that is strengths based and outcome focussed with an emphasis on promoting independence and enabling recovery Work collaboratively with other professionals and agencies to address complex needs and achieve the most ideal outcomes for individuals and their carers that supports their choice and independence Work collaboratively with health colleagues to ensure safe and timely discharges from hospital, to the most appropriate service and setting for the individual 					
Core tasks					

1. To deliver a professional Social Work service.
2. To contribute to the delivery of strengths based social care service as outlined in national legislation and guidance and in line with county policies and procedures
3. To contribute to the provision of high quality assessments and support plans for individuals, in consultation with the person and their carer.
4. To work collaboratively with health colleagues to ensure safe and timely discharges from hospital the most appropriate service and setting for the individual that actively supports their choice and independence.
5. To promote the creative and flexible use of personal budgets to appropriately meet the needs of customers and carers
6. To communicate effectively with customers, carers, other agencies and professionals to support the delivery of a co-ordinated response to customer and carer needs
7. To effectively prioritise and manage your caseload.
8. To keep accurate records in relation to the contact and work undertaken, using electronic record systems (Liquid Logic) and other relevant ICT systems.
9. To contribute to effective team working and to service development and to work with management to identify improvements that could be introduced to enhance the efficiency and effectiveness of the Directorate
10. To undertake continuous professional development including attendance at formal training

The post holder is expected to carry out their duties and responsibilities in accordance with the County Council's Policies and Procedures and the Directorate's Statement of Principles and Standards of Conduct.

Prepared by:	Sue Lott	Date:	September 2017
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Equal opportunities

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

Health and safety

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must co-operate with us to apply our general statement of health and safety policy.

Safeguarding Commitment

We are committed to protecting and promoting the welfare of children, young people and vulnerable adults.

Customer Focus

We put our customers' needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times.

Skills Pledge

We are committed to developing the skills of our workforce. All employees will be supported to work towards a level 2 qualification in literacy and /or numeracy if they do not have one already.

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Person specification form		
Job title: Social Worker	Grade: Grade 8	
Directorate: Adult and Community Services	Post number: F-501-0011	
Establishment or team:	Access, Intake and Assessment	
Requirements (based on the job description)	Essential (E) or desirable (D)	To be identified by: application form (AF), interview (I), test (T), or other (give details)
Qualifications		
SW, CSS, DipSW or Social Work Degree	E	AF/I
Current HCPC registration	E	AF/I
Experience	E	AF/I
Accepting referrals.	E	AF/I
Gathering information.	E	AF/I
Assessing the needs of individuals and their families	E	AF/I
Work in a Social Services Directorate or other Statutory or Voluntary Agency.	D	AF/I
Work with a range of client groups within an Agency.	D	AF/I
Managing a caseload	E	AF/I
Determining priorities	E	AF/I
Working as a member of a team	E	AF/I
Knowledge, skills and abilities		
Knowledge of legislation relating to general social work practice	E	AF/I
Experience in assessing and analysing need and risk and planning care with individuals.	E	AF/I
Experience in working effectively with other agencies and professionals.	E	AF/I
Working understanding of relevant legislation and its application and ability to work within legal framework and accountability.	E	AF/I
IT literate, experience in using manual and computer systems for record keeping.	E	AF/I
Negotiating and networking with a range of professionals. Numerate and able to contribute to management of budgets and resources.	E	AF/I
Organisational skills, able to prioritise and manage a generic case load and work independently under pressure.	E	AF/I
A demonstrable understanding and acceptance of the principles underlying equal opportunities and diversification and a commitment to achieving these.	E	AF/I
Effective written and oral communication skills appropriate to the situation.	E	AF/I
A commitment to improving practice standards and personal competencies through continuous professional development, and use of supervision and appraisal to improve personal performance.	E	AF/I
To have the ability to value diversity and work across cultures.	E	AF/I
Ability to informally train and mentor less experienced staff	E	AF/I
	E	AF/I

Ability to influence others based on technical or professional expertise.		
Other (including special requirements)		
1. Commitment to equality and diversity	E	I
2. Commitment to health and safety	E	I
3. The County Council operates a general no smoking policy.		
4. This is an essential car user post and the post holder is expected to be able to drive and have a car at their disposal. However in certain circumstances consideration may be given to applicants who as a consequence of disability are unable to drive.	E	I
Prepared by: Sue Lott	Date: September 2017	
Note: We will always consider your references before confirming a job offer in writing.		