



Job Description

This job description has been designed to indicate the general nature and level of work required of the post to indicate the level of responsibility. It is not a comprehensive or exhaustive list, and the line manager may vary duties from time to time which do not change the general character of the job, or the level of responsibility entailed.

Post Details	
Job Title	Senior Social Worker
Job Reference	
Service	Adult Social Care and Safeguarding
Team	Adult Social Care
Location	Shute End/Hybrid Working/Wokingham
Reports to	Team Manager
Responsible for	Registered and non-registered Adult Social Care Professionals
Grade	NRSG3
Contract Type	Permanent
Hours	Full-Time

Main Accountabilities	
1.	To work in accordance with the Care Act 2014 to assess, review or reassess complex needs of customers and their carers, offering advice and guidance and access to support services in line with their eligible needs, with an emphasis on health, safety, and wellbeing for vulnerable individuals and those that care for them.
2.	To adopt and promote a strengths-based approach to the role and maintain a professional and respectful working relationship with individual customers and carers. To adopt a personalised approach, to ensure that dignity is maintained, cultural background and communication needs are addressed, and choices and aspirations are listened to and acknowledged
3.	To direct, support and undertake risk assessments and formulate risk management plans, having regard for the safety of customers and others, whilst promoting independence and supporting positive risk enablement where appropriate.
4.	To identify (and support others to identify) and/or make enquiries concerning any allegations of potential abuse or neglect of adults with care and support needs with a view to the development and implementation of safeguarding plans which maintain their safety and the safety of others, within the multi-agency safeguarding adults procedures. To act as SAM (Safeguarding Adults Manager) on enquiries being undertaken by less experienced staff.
5.	To work in accordance with statutory legislation and the Council's policies and procedures.
6.	To effectively manage your own priorities, workload and conflicting pressures and that of the team, escalating where appropriate.
7.	To consider and maximise the use of assistive technology, including Telecare as an option to maximise independence





8.	To be accountable for ensuring that timely completion and maintenance of accurate and up to date records by ensuring electronic case recording systems are used to ensure that records are maintained in a timely manner and in accordance with Council procedures, statutory legislation and General Data Protection requirements.
9.	To interpret and analyse varied and complex information or situations and work with relevant others to create solutions. prepare, report and present detailed information about people's needs and resources required for consideration by the appropriate management authority.
10.	10 To establish and promote professional relationships with relevant stakeholders including voluntary services to enable collaborative multiagency working and encourage an open and transparent dialogue.
11.	To maintain and promote continuous professional development of yourself and staff, and uphold professional standards in accordance with the standards set by the professional governing body, and to maintain appropriate professional registration.
12.	Chair meetings and case conferences (e.g. professionals meetings, case conferences, MDT's etc.).
13.	To proactively engage in relevant meetings and 1:1's and contribute to the development of the service.
14.	To have awareness of the social, political and financial environment the council operates within and appropriately respond to this.
15.	To work across the ASC service as needed to meet the demands of the service.

Person Specification	Essential	Desirable
Education/Qualifications	Professional degree level Social Work qualification or equivalent. Current registration to professional governing body (Social Work England) Current registration to professional governing body (Social Work England)	
Experience	Minimum of 3 years (including ASYE) post qualification experience in Adult Social Care or Health Care environment. Demonstrable experience of managing risk in a social care or health setting Demonstrable experience in interpreting and analysing varied and complex information to produce solutions Demonstrable experience in undertaking assessment of complex needs Demonstrable experience in effective communication with colleagues, service users, families and other professionals Experience in influencing and negotiating	Previous experience of supporting or developing others.
Skills/Knowledge	Full EU driving licence (and access to daily use of a car) Good working knowledge of the statutory framework for the relevant care group and of an appropriate range of professional interventions Demonstrable ability to lead, motivate, supervise, and performance manage staff Strong IT skills, including proficient user of Microsoft Office and client record systems Assessment skills Analytical skills	





	Report writing and ability to support and critique reports of less experienced staff	
Behaviours/Attributes	Willingness to undertake continuous professional development	

Purpose Details

Service Purpose	To work within the Adult Social Care team 18+, undertaking direct work with customers who have a learning disability, physical disability, long term conditions, young carers and people transitioning into adulthood and older people. The main aim of the service is to enable people to live safely in the community, maximising their strengths and abilities to live as independently as they can, and supporting carers to continue in their caring role as long as they wish to and are able to.
Role Purpose	<ul style="list-style-type: none"> To work within the relevant legal frameworks, guidance, policies and procedures to undertake assessments, reviews and support planning with individuals and their carers, promoting well-being, independence and safety. <p>To enable people to identify their own needs and the outcomes they wish to achieve, and to implement and review support plans to meet these needs, and to liaise with other professional/agencies as required.</p> <ul style="list-style-type: none"> To provide guidance, support, Supervision and/or line management of registered and non-registered Social Care professionals, ensuring that quality and performance are met.

Supervision and Relationships

Supervision Received	From Team Manager at least every 4 weeks
Supervision Given	Supervision of registered and non-registered Adult Social Care Professionals
Contacts	Members of the community, Team members, other council services, Voluntary Sector, Care Providers, Commissioning teams, Colleagues in Health, Police staff, Finance colleagues and Senior Management

Resources/Budget Management

Supervision of registered and non-registered Adult Social Care Professionals No direct responsibility for budget but contributes to meeting assessed needs of individuals in the most cost-effective manner and supporting less experienced staff to do this.

Special Requirements





- Ability to be able to travel and work in a variety of locations as required
- Required to make home/hospital visits
- Enhanced DBS required with a check of the barring list

Occupational Health Risk Assessment	Details
Frequent Display Screen Equipment Use	Yes
Driving for Work	Yes
Lone Working	Yes
Healthcare/Social Contact with Patients	Yes

Nature of the Role	Details
Working with Elderly/Disabled Adults	Yes
Work Environment Details	Shute End

Role Involvement	Details
Working with Vulnerable Adults	Yes

Disclosure and Barring Service (DBS)	Details
DBS Requirement	Enhanced DBS required with a check of the barring list
Eligibility Tool	Find out which DBS check is right for your employee - GOV.UK (Find out which DBS check is right for your employee - GOV.UK)

Re-checks
<Details of required regular checks in line with regulations.>





WOKINGHAM
BOROUGH COUNCIL

Evaluation Declaration

Date of Evaluation:	July 2023
Evaluated by:	

