

Rutland County Council

Job Description

Job Title:	Social Worker/Care Manager – LT&R Team
Grade:	Career grade Scale 6 – PO1 £24,799 to £34,788
Department:	People
Team:	Long Term & Review
Line Manager:	Team Manager

Purpose of the Job:

To complete social care assessments in respect of Rutland residents, when either in hospital or within their own homes, and to facilitate the use of personal budgets and/or arrange/commission subsequent packages of care.

To promote and contribute to the safety and well-being of all people in the community through the implementation of the Rutland safeguarding adults practices and procedures

Key responsibilities:

1. To assess the social care needs of Rutland (adult) residents who are in need of community care services in their own homes or in hospital and apply the RCC eligibility criteria
2. To create support plans in partnership with service users and carers by ensuring their active involvement throughout the process
3. To consult with other agencies as necessary, attending/co-coordinating multidisciplinary meetings when/if required
4. To contribute to the ongoing development of Direct Payments and Personal Budgets with service users and their carers
5. To undertake Safeguarding Adults investigations using the local multi-agency policy and procedure
6. To undertake appropriate monitoring and review of support plans and take appropriate action arising from this activity
7. To operate in accordance with departmental community care practice and policy guidance, including the maintenance case file and electronic records, and relevant departmental and corporate Council administrative procedures
8. To ensure service delivery meets service users and carers ethnic, religious, cultural and linguistic backgrounds



9. To commission services - according to service user and/or carer need across agencies in the private, statutory and voluntary sectors
10. To participate in the continued development of the Team, by attendance at team meetings, participation at training events, maintaining up to date knowledge of relevant legislation, and policy guidance
11. To act in accordance with the principles set out in the Employee Code of Conduct and the Council's Values, recognising the duty of all public sector employees to discharge public functions reasonably and according to the law.

This job description indicates the main areas of activity of this post. From time to time, however, other tasks/duties may be required but these will fall within the general areas of responsibility and grade of the post.

Person Specification

Qualifications	Level 1: Educated to A' Level/NVQ3 standard or equivalent Level 2 and 3: Educated to NVQ4 standard or professional qualification (e.g. social work, nurse, OT, physio)
Experience	Experience in an adult social work/adult health environment Experience of safeguarding policy and procedures Level 2 Experience of CHC DSTs, mental capacity assessments, DoLs and best interest decision making
Knowledge	Thorough understanding of Community Care Legislation and understanding of multidisciplinary working. An understanding of the personalisation of services agenda, and the implementation of self-directed support services
Skills	Ability to undertake social care assessments, plan packages of care and monitor and review their effectiveness Good communication skills both written and oral Ability to develop and change in the light of the changing health and social care policy environment Decision making skills Ability to deal with challenging situations and work under pressure Ability to work in partnership within the department and external agencies IT skills Managing conflict and maintaining professional relationships Team working skills Level 2: develop expertise across more than one Adult client group



Values

Able to recognise discrimination and be proactive in ensuring the Council's policy is put into practice.
Mobile and able to work from various locations
Willing to work weekends if required
Flexible in working patterns to fulfil commitments often outside the working day

