

## JOB DESCRIPTION

<b>Job Title:</b>	<b>Social Worker – Children Looked After Team (Out of Area – Greater London, Kent, Essex) (part time 22.5 hrs)</b>		
<b>Directorate:</b>	<b>People</b>	<b>Salary:</b>	FTE £40,478 - £42,503 plus 4% Annual Retention Bonus, £663 London Weighting £963 Essential Car User
<b>Section:</b>	<b>Children's Social Care</b>	<b>Grade:</b>	BG-F (SP 34-36)
<b>Location:</b>	<b>Time Square</b>	<b>Work Style:</b>	<b>Flexible</b>

### Key Objectives of the role

To support the Children Looked After team by working with children and young people in care placed at a distance from Bracknell Local Authority in order to give an equitable and high standard service to the children we work with. The key areas that this role will cover are Essex, London and Kent. Areas currently include, though not limited to Canvey Island, Essex, Margate, Hollingbourne, Croydon, Westgate-on-Sea and Herne Bay.

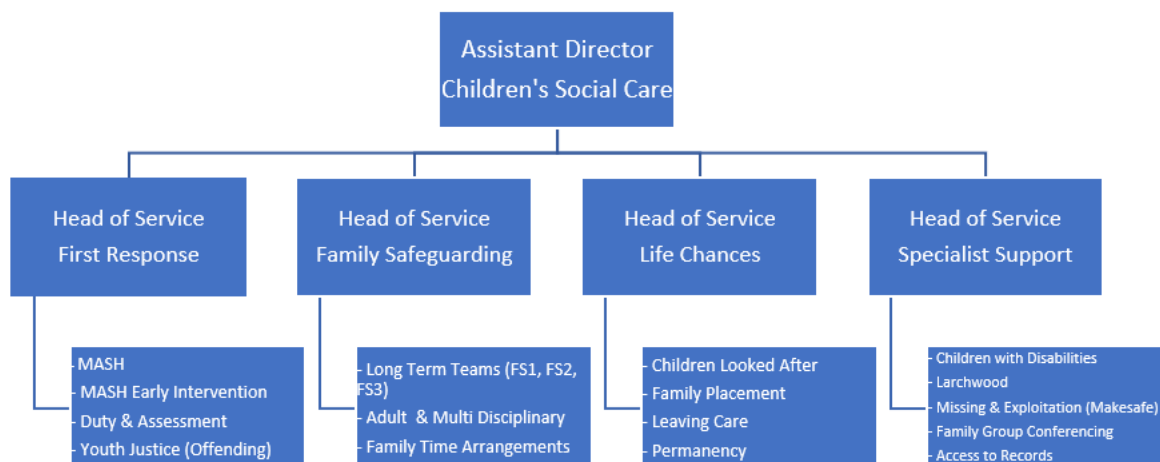
To work as a member of the Children Looked After Team to promote and achieve the life chances of Children Looked After, ensuring that their care planning is progressed in a timely manner and collaborative working is promoted in order to achieve this.

To work within the context of relevant legislation and deliver services according to the Department's policies, procedures and guidelines.

To display a commitment to the protection and safeguarding of children and young people.

### Designation of post and position within departmental structure

The post will be accountable to either the Assistant Team Manager or Team Manager: Life Chances (Children Looked After).



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## Designation of post and position within departmental structure

- 1) To carry a personal caseload and provide assessment, case planning, intervention and family support according to expertise.
- 2) To make effective use of time and be able to prioritise workloads.
- 3) To ensure care plans for children looked after progress in a timely manner and that permanency is achieved for them.
- 4) To negotiate delivery of services by determining how these needs can be best met in accordance with statutory responsibilities and council policies using best value principles.
- 5) To work alongside partner agencies e.g. voluntary and statutory and within the context of the care plan for children and young people to ensure the provision of appropriate and effective services.
- 6) To ensure life journey work is completed with children and young people in accordance with their age and understanding.
- 7) To work with other involved professionals and agencies to promote placement stability for children and young people.
- 8) To attend regular supervision and with the Supervisor, be able to set clear goals and intervention strategies.
- 9) To regularly monitor and evaluate casework and bring to the attention of the supervisor any resource shortfalls.
- 10) To develop and maintain accurate case records and comply with the Department's policies, procedures and guidelines including security of information.
- 11) To contribute to the team duty rota.
- 12) To promote listening to children at every opportunity; ensuring their views are heard, recorded and acted upon in an appropriate and timely manner.
- 13) To aspire in everything you do, these are our ASPIRE priorities:
  - i. Always respect timeliness
  - ii. Smart impactful planning
  - iii. Purposeful visits to families
  - iv. Impactful, collaborative assessments
  - v. Reflective supervision
  - vi. Engaging with children – Always ask yourself “what is life like for this child?”
- 14) To ensure access to translation & interpretation services as necessary.
- 15) To contribute to the development of services to children and families by attending and contributing positively to team meetings to promote the delivery of integrated and effective services for children in need.
- 16) To provide cover for the work of other team members and other additional duties commensurate with the level of the job. (The nature of these will vary according to experience, competencies and the grade of the post).

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17) Given that the work being undertaken by this role will largely be at a distance to the rest of the team. There would be a requirement to attend team meetings and personal supervision on a monthly basis face to face.

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### Scope of role

- Bracknell Forest Council has been awarded the LILAC (Leading Improvements for Looked After Children) quality mark for excellence in the practice of listening to and involving Looked After Children and Young People.
- Working within the policy and legislative framework of children's social care.
- All employees working with children, young people and vulnerable adults:
  - have a responsibility for safeguarding and promoting their welfare
  - must demonstrate a commitment to the principles of participatory practice and the involvement of young people in decisions which affect them.
- This is not a budget holding post, but an understanding of the appropriate use of public funds is desirable.
- Commitment to:
  - the Council's Equal Opportunities policy at all times
  - working within the bounds of the Data Protection Act and GDPR legislation at all times.

*Such other duties as may from time to time be necessary, compatible with the nature of the post. It should be noted that the above list of main duties and responsibilities is not necessarily a complete statement of the final duties of the post. It is intended to give an overall view of the position and should be taken as guidance only.*

**PERSON SPECIFICATION**

<b>KEY CRITERIA</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>Skills and qualifications</b>	Degree in Social Work or equivalent Social Work England Registration	Specialist relevant experience or training
<b>Competence Summary</b> (Knowledge, abilities, skills, experience)	<p>Understanding of and commitment to the requirements of safeguarding children, young people and promoting their welfare</p> <p>Understanding and experience of working with the Children Act 1989 / 2004 and other relevant legislation</p> <p>Experience of working within policies and procedures</p> <p>Experience of undertaking S47 enquiries to safeguard children and young people</p> <p>Experience of working directly with adolescents and their families</p> <p>Good communication skills both written and verbal</p> <p>Assessment and negotiation skills</p> <p>Understanding of and commitment to the principals of participatory practice with children and young people</p> <p>Able to support children and young people to share their views and to act on them as appropriate</p> <p>ICT skills</p> <p>Able to work positively and productively with a range of agencies</p>	<p>Experience of writing court statements, care plans and risk assessments within deadlines</p> <p>Experience of working with Children Looked After</p> <p>Trained in Motivational Interviewing</p>
<b>Work-related Personal Requirements</b>	<p>Access to own car and able to travel to out of area regions on a regular basis</p> <p>Commitment to:</p> <ul style="list-style-type: none"> <li>- the protection and safeguarding of children and young people</li> <li>- the principles of participatory practice with children and young people</li> <li>- the principles of partnership with parents and children</li> <li>- equal opportunities and Anti-Discriminatory Practice</li> </ul> <p>Proactive</p>	

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Able to meet deadlines

Self-motivated

Enthusiastic

Flexibility

Ability to work as part of a team

Integrity

A solution focused/ problem solving approach

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**Other Work Requirements**

A satisfactory enhanced Disclosure and Barring Service check (this post is exempt from the Rehabilitation of Offenders Act 1974)

The ability to converse easily with members of the public and respond effectively to questions in spoken English

The post holder must hold a full UK driving licence (or valid equivalent)\*. Non-UK licences must be converted to UK licences in the first six months of employment

Given that the work being undertaken by this role will largely be at a distance to the rest of the team. There would be a requirement to attend team meetings and personal supervision on a monthly basis face to face.

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**Role models and demonstrates the Council's values and behaviours**



- Our values define who we are. They outline what is important to us. They influence the way we work with each other – and the way we serve our residents and engage with our communities.
- We make our values real by demonstrating them in how we behave every day.

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All staff should hold a duty and commitment to observing the Council's Equality & Diversity policy and procedures at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and Council policies/procedures.