

## Social Worker – Children's

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**Department:** Children Young People Education and Skills

**Division:** Health and Social Services

**Reports to:** Senior Practitioner

**JE Ref:** CYP562

**Grade:** CS10

**JE Date:** 26/03/2020

### Job purpose

Provide a comprehensive social work assessment and protection service to children, young people, their families and carers, who are in need of care and protection. This will include Children in Need, Children Looked After, care leavers and those in need of safeguarding. To deliver the day to day operation of social work services, and accessing and facilitating resources to manage risk and meet identified needs.

### Job specific outcomes

1. Plan, organise and be accountable for prompt referral, case co-ordination and implementation of care and protection plans on a day-to-day basis, working with children/young people and their families and carers in one or more social work specialist areas to deliver social services to a range of individuals. These include children/young people who are looked after, with complex needs, care leavers, those children/young people and families requiring post adoptive services, individuals affected by domestic violence, substance misuse, mental health and adverse childhood experiences. This can also include children/young people and families who live off island.
2. Holistically assess individual needs and develop and design care and intervention plans that treat each person as a unique individual, in order to protect, promote and monitor the safety and welfare of children/young people their families and carers. To promote the voice of the child and upholding and promoting their rights under the United Nations Convention of the Rights of the Child. This is in partnership with the child/young person, their families and carers in order to improve outcomes.
3. Deliver appropriate, open, accurate and straightforward communication to children/young people, their families and carers, clearly explaining service policies and the professional role and responsibilities of the social work team including any statutory intervention which may prove necessary, in order to establish and maintain the trust and confidence of children/young people, their families and carers.
4. Challenge and report dangerous, abusive, discriminatory or exploitative behaviour or practice, including potential criminal offences, in order to ensure the wellbeing of children/young people, their families and carers is safeguarded at all times. To work within a line management structure and take responsibility for escalation to line managers when this is required.
5. Follow risk assessment policies and procedures, and access specialist professional advice and guidance as necessary, to ensure that potential and actual risk is identified and managed, particularly in relation to those clients who are assessed as being the most

vulnerable to risk of harm by self or others. With the guidance of managers, to consider the use of statutory powers to ensure the child's/ young person's protection and safety, applying legislation and directly providing written and oral evidence in Court as necessary.

6. Maintain the highest standards of personal and professional conduct. Adhering to relevant codes of conduct, policies, procedures and legislation and take responsibility for maintaining and improving personal knowledge and skills. To ensure that the criteria for continuing professional registration are fulfilled and that members of the public and other professionals have confidence in the service.
7. Create and maintain clear and accurate records to ensure that all relevant information is held as required by established procedures and best practice and in line with data protection, confidentiality, disclosure and consent policies. To always bear in mind that records and documents may be disclosable for the purpose of Serious Case Reviews, external inquiry and inspection, and to the Royal Court in respect of civil applications or in criminal proceedings associated with the protection of vulnerable individuals.
8. To attend and represent the Children's Service in a range of multi-agency decisionmaking and risk management meetings. To take part in complex meetings, which includes, but is not restricted to, strategy meetings, fostering and adoption panels and core planning meetings. Be responsible for chairing Core Group Meetings, Child in Need Meetings and Care Planning Meetings.
9. As the lead professional, coordinate multi-agency, child/young people and family and carer involvement to ensure the delivery of improved outcomes of children and young people, which may be directed by the Court.
10. To create, deliver and prepare multi-agency and specialist training to a range of colleagues, stakeholders and carers in response to service needs and/or as part of business as usual.
11. To take part in a rota that provides an Out of Hours social work response as delegated by the Social Work Manager or Head of Service in situations of crisis, requiring an immediate operational response to risk.
12. The supervising social workers in the fostering and adoption teams have responsibility for recruitment, assessment, training, supervision and support of foster carers and adopters as well as matching children to family placements.

- The postholder will have to comply with all relevant Government Laws, such as the Children (Jersey) Law 2002 and Adoption Jersey Law 1961, Financial Directions, and other relevant Codes of Practice.
- To be responsible for your own health and safety and that of your colleagues, in accordance with the Health and Safety at Work (Jersey) Law, 1989
- To work in accordance with the Data Protection (Jersey) Law;
- This role is politically restricted. The jobholder is not permitted to undertake political activity involving standing for election to the States or as a Parish Constable, or publicly supporting someone who is standing for election or playing a public part in any political manner.

## Organisational structure



## Person Specification

### Specific to the role

*Describe the knowledge, skills, experience, and qualifications required to perform the job to a satisfactory standard.*

*It is important to convey what the job requires, rather than what an individual might have, as these may be different. For example, you may have a postgraduate level qualification, however, an A' Level standard qualification is the requirement for the job.*

ATTRIBUTES	ESSENTIAL	DESIRABLE
<p><b>Qualifications</b>  <i>Please state the level of education and professional qualifications and / or specific occupational training required.</i></p>	<p>A professional qualification in Social Work (e.g. Degree, Diploma or equivalent in Social Work).</p> <p>Registered with the appropriate UK professional governing body i.e. Social Work England and locally, must also register under the Health Care (Registration) (Jersey) Law 1995.</p>	
<p><b>Knowledge</b>  <i>This relates to the level and breadth of practical knowledge <b>required</b> to do the job (e.g. the understanding of a defined system, practice, method or procedure).</i></p>	<p>Specialist knowledge in social work underpinned by theory and relevant practical experience.</p> <p>An understanding of children's &amp; adult Safeguarding issues. Good understanding of the management of risk and supporting vulnerable children/young people, families and carers in the community.</p> <p>Understands how to assess and manage risk when making complex decisions that may be disputed in court.</p> <p>Practical knowledge of assessing and arranging</p>	<p>Knowledge of the range of services provided both within CYPES, Health and Community Services, by other States Departments and by private and voluntary sector providers</p> <p>Knowledge of mentoring social work students and newly qualified social workers.</p>

	<p>delivery of social care plans for caseload children/young people, their families and carers.</p> <p>Understanding of therapeutic services, their arrangement and provision.</p> <p>Practical understanding of legislation relating to their specialist area of social work, the general workings of civil courts and the conducting of police investigations into related criminal activity.</p> <p>Understands how to maintain records according to confidentiality and data protection protocols.</p>	
<p><b>Technical / Work-based Skills</b> <i>This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.</i></p>	<p>Able to demonstrate a range of information technology skills i.e. an ability to effectively use IT equipment and role critical software.</p> <p>Ability to attain Enhanced DBS clearance</p>	Safeguarding certificated.
<p><b>General Skills/Attributes</b> <i>This relates to more general characteristics required to do the job effectively, e.g. effective written communication skills, ability to delegate, motivation or commitment etc.</i></p>	<p>Ability to work autonomously, with the capacity for independent, responsible, professional decision making, often whilst under considerable pressure.</p> <p>Organisational and administrative skills</p> <p>Ability to take on board complex facts or situations requiring analysis, interpretation and comparison of a range of</p>	

	<p>options in order to arrive at a complex judgement and to convey this in formally written reports, which may be produced at the requests of the Courts for a range of purposes.</p> <p>Able to communicate calmly and clearly using a variety of media on sensitive and complex issues, including legislation, often in emotive situations.</p> <p>Able to facilitate the involvement of a range of stakeholders (public and private sector) to deal effectively with complex issues relating to vulnerable children/young people, their families and carers.</p> <p>Able to follow policy and understand the implications and ramifications for areas outside of their own area of responsibility.</p> <p>Highly resilient – good coping mechanisms for dealing with challenging, stressful and emotional situations involving vulnerable children/young people their families and carers.</p>	
<p><b>Experience</b>  <i>This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of experience in a defined area of work if required by an external body</i></p>	<p>Experience of providing a social care service for children/young people, their families, carers and adults, which may be placements undertaken as part of the social work training.</p>	<p>Discharging statutory social care functions on behalf of an organisation</p>

<p>(for example a period of postqualification experience).</p>	<p>Developing and implementing care packages.</p> <p>Co-ordinating support services and advising carers and families.</p> <p>Negotiating services for vulnerable children, young people with complex needs, children looked after care leavers, those children/young people and families requiring post adoption services, individuals affected by domestic violence, substance misuse, mental health and adverse childhood experiences.</p>	
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### Core Accountabilities, Attributes and Behaviour Indicators

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the States of Jersey tier 5 core accountabilities, attributes and behaviour indicators.

**The standards relevant to this tier, identified in the States of Jersey core accountabilities attributes and behaviour indicators, are to be attached in a separate document.**