

## Social Worker

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

**Division: Children's Services**

**Reports to: Senior Practitioner**

### Job purpose

To provide a comprehensive assessment and protection service to children in Jersey where it has been identified that an assessment of need or risk has been identified.

To provide a social work service to children who require a Child In Need plan, are in need of support because they are at risk, or where they are looked after by the Government of Jersey. Social workers will also provide support to those children who are care leavers up to the age of 25.

To contribute to the delivery of the day-to-day working of social work services, i.e. practice, guidelines and team development.

### Job specific outcomes

To plan, organise and be responsible for case co-ordination, and implementation of care and protection plans on a day to day basis, working with service users and their families/carers in one or more social work specialist areas. These include children in need of care and protection, children with special needs and children who are looked after and leaving care

To undertake a comprehensive assessment with children and families who are identified as requiring an assessment. To identify and coordinate support and safeguarding plans to ensure children are safe.

To protect, promote and monitor the safety and welfare of service users and carers by holistically assessing individual needs and developing and designing care and intervention plans, treating each person as a unique individual. Wherever possible to promote their individual views and wishes in order to support service users' rights to self-determination and to control their lives and make informed choices about the services they receive. The Social Worker must balance this with an overriding duty of care and a duty to protect those who are at risk of being subject to abuse, mistreatment or self-harm.

To establish and maintain the trust and confidence of service users and carers by communicating in an appropriate, open, accurate and straightforward way, clearly explaining service policies and the professional role and responsibilities of the social worker, including any statutory intervention which may prove necessary.

To challenge and report dangerous, abusive, discriminatory or exploitative behaviour or practice, including potential criminal offences, wherever this may be found.

To follow risk assessment policies and procedures at all times, actively identifying and managing potential and actual risk, particularly in relation to those who are assessed as being the most

vulnerable to risk of harm by self or others. The social worker must utilise statutory powers to ensure the client's protection and safety, when necessary. To ensure that specialist professional advice and guidance is sought in all appropriate cases, but especially in those where abuse, risk, or possible criminal offences are an issue.

To be responsible for upholding public trust and confidence in Children's Services in order to ensure that prompt referral of cases take place where social work intervention is required to protect or support vulnerable members of the community.

To maintain the highest standards of personal and professional conduct, adhering to the HCPC code of conduct, government policies and procedures and relevant legislation in order to ensure that members of the public and other professionals have confidence in the service. To be accountable for the quality of their work and take responsibility for maintaining and improving knowledge and skills, in particular ensuring that the criteria for continuing professional registration are fulfilled.

To create and maintain clear and accurate records as required by established procedures and best practice, always bearing in mind that such 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 made in the name of the Minister for Health and Social Services, or in criminal proceedings before the Magistrate's Court associated with the protection of vulnerable individuals.

To ensure that all information about service users is always treated in the strictest confidence in line with data protection, relevant disclosure and consent policies, and information sharing protocols and procedures.

### Statutory responsibilities

Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

### Organisational structure



## Person Specification

### Specific to the role

It is an essential requirement that the post holder possesses a professional qualification in Social Work (Degree or Diploma in Social Work), and ideally has social work experience. Applications from newly qualified social workers are welcomed

Social workers must be registered with the appropriate UK professional governing body i.e. HCPC and locally, and must also register under the Health Care (Registration) (Jersey) Law 1995.

The social work role has two key characteristics. On the one hand it involves risk assessment and decision making, and a monitoring and policing role which can result in major change to people's lives. On the other hand, it involves the provision of help and support aimed at facilitating continuing independence and self-determination. Social workers require very broad based skills and an extensive knowledge base, drawn from relevant academic disciplines, and informed by the experience and expertise of people using services developed through research and tested in practice.

Social workers must possess a proven ability to work autonomously, be highly motivated and conscientious, exhibiting the capacity for independent, responsible professional decision making whilst contributing to and working as part of a multi-disciplinary process. They must have experience and confidence in prioritising and managing a diverse caseload based upon urgency, level of need and risk.

Social workers will possess, or be expected to develop additional skills relevant to their particular specialist responsibilities and the needs of the client groups with whom they work. This will include, for example, a knowledge and understanding of the needs of children, an understanding of child development, attachment and loss, etc. They will be expected to possess or pursue Post Qualification Awards in childcare, whilst also seeking relevant specialist training as required by the role or identified as part of their development.

Social workers must be able to demonstrate substantial personal and social skills. Because the social work role is reliant upon effective inter-professional and inter-agency communication and co-operation and the building of effective professional relationships with child and adult clients it is essential that social workers possess positive and constructive attitude to colleagues, service users and carers. They must possess excellent communication skills, including an ability to effectively communicate at all levels with a wide range of individuals some of whom may have difficulties or disabilities which impact upon their ability to easily engage and communicate.

## 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.

### Financial

The social worker has no direct responsibility for budgets however in developing care plans the social worker is responsible for identifying the resources required to deliver various elements of each plan, and providing a cogent, evidence based case for their use, bearing in mind the need to responsibly utilise finite resources in the most cost effective and efficient way. The design and implementation of care and protection plans will require the social worker to access various budgets and resources via the presentation of a case to a Panel such as the, the Adoption and Fostering Panel, the Children's Services Placement Panel or via case discussion with the senior social worker or line manager.

### Staffing

On a case by case basis social workers will have responsibility for directing and supervising support workers allocated to the case. Support workers will work within a range of environments including the clients' own homes.

Social workers are, on occasion, responsible for supervising and supporting placements of student social workers whilst engaged in their professional training on the social work degree course and further post qualifying training.

### Relevant Statistics

Social workers will typically carry case responsibility for an active caseload of between 20 and 30 service users, the number of cases held being dependent upon level of need, complexity and level of risk. In each of these cases there will be an identified social work care plan which they are responsible for initiating, reviewing and re-assessing whenever appropriate. This care/protection plan normally includes contributions from a number of external services, co-ordinated, monitored and reviewed by the social worker to ensure the effectiveness and the prompt implementation of any necessary changes. These care plans can include contributions from a number of external agencies, examples of which include residential care homes, police, schools and nursery representatives, Education Welfare Officers, Regulation and Inspection, psychology services, Child and Adolescent Mental Health Service, Family Nursing and Home Care, Shelter Trust, Social Security, Housing etc.

Each social worker will carry a mixed caseload with a percentage of highly complex cases. Examples include: court report, directions hearing and full proceedings in a children's care case, a child protection investigation which involves undertaking interviews, working with the police on investigations, relocating individuals to facilitate their safety, and appropriate follow up work, onward referral, counselling, etc.