

Job Description

DIRECTORATE:	Social Services & Wellbeing
DEPARTMENT:	Children's Social Care / Case Management and Transition
POST:	Social Worker 1, 2 & 3 – Supported Lodgings/When I am Ready
GRADE OF POST:	Grade 10 – Newly Qualified Grade 11– SW2 Grade 12 – Subject to 2 years post qualifying experience
RESPONSIBLE TO:	Team Manager – 16+

JOB PURPOSE:

To recruit, visit and assess prospective Supported Lodgings Hosts and When I am Ready providers using the Form F assessment template or suitability report. To supervise, support and where necessary facilitate the training of a caseload of approved Supported Lodgings Hosts and When I am Ready providers. To analyse complex information gathered during supervision, prepare high quality reports and contribute to the review and management of Supported Lodgings Hosts and When I am Ready providers.

PRINCIPAL RESPONSIBILITIES AND ACTIVITIES:

- Case management and supervision of Supported Lodgings Hosts and When I am Ready providers.
- Working within the legislative, regulatory and policy framework that relates to the service.
- Undertake Supported Lodgings Hosts, When I'm Ready Provider and any other assessments to specific deadlines analysing complex information and being able to summarise and evidence findings.
- Contribute as a team member to the recruitment and training activity of the 16+ and to the review of Supported Lodgings Hosts and When I'm Ready providers ensuring that training and support needs are identified and addressed.
- Identify unmet need and drawing it to the attention of managers in the Division, assisting in the collection of data as required and keeping your own carer records up to date and factually correct.
- Annual review of Supported Lodgings Hosts and When I'm Ready providers ensuring including presentation of reports to the relevant Panel.
- Working with other agencies and professionals in a co-ordinated manner to address the needs of children and their families, including preparing and participating in decision making forums.
- Participate in any training and development activities in order to maintain own professional development or to enhance competence within job role.

- As a team member contribute to the duty service operated by the team to support supported lodgings hosts and “When I am Ready” carers and respond to referrals.
- Support IFA carers who have young people under the When I am Ready placement arrangements.

SW 2 Grade 11 – As above plus:

- Being responsible for greater numbers of Supported Lodgings Hosts and When I’m Ready provider supervision along with greater complexity of supervisions and assessments.
- Mentoring and supporting social work students in their practice.

SW3 Grade 12 – As above plus

- Leading, co-working with less experienced Social Workers in complex cases.
- Providing advice and guidance to and support the development of less experienced social workers and other members of the team.
- Supervision of Social Work Students.
- To undertake sensitive, acute and complex assessment, supervision and support of prospective and existing Supported Lodgings Hosts and When I’m Ready providers which will require court attendance and to act on behalf of the council in other formal settings;
- Routinely undertake extensive assessments of the suitability of applicants to become Supported Lodgings Hosts and When I’m Ready providers and present these assessments to formal panels as required;
- Participate in placement matching decisions and recommendations/court care plans;
- Work with prospective Supported Lodgings Hosts and When I’m Ready providers. This will include:
 - Provision of complex assessments, placements and the ongoing delivery of comprehensive robust support plans for children placed. .
 - Services to children who are looked after.
 - Other complex care and support work as required, including child protection investigations.

GENERAL DUTIES

Health and Safety

To fulfil the general and specific roles and responsibilities detailed in the [Health and Safety Policy](#).

Equal Opportunities

To ensure that all activities are operated in accordance with Equal Opportunities legislation and best practice.

Safeguarding

Protecting children, young people or adults at risk is a core responsibility of all employees. Any concerns should be reported to the Adult Safeguarding and Quality Team or Children’s IAA Service within MASH.

Bridgend County Borough Council

Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr

www.bridgend.gov.uk



Review and Right to Vary

This Job Description is as currently applies and will be reviewed regularly. You may be required to undertake other tasks that can be reasonably assigned to you, including development activities, which are within your capability and grade.

CRIMINAL RECORDS CHECK

This post requires a criminal records check through the Disclosure & Barring Service (DBS).

Person Specification

Social Worker 1 & 3 – Supported Lodgings/When I am Ready

The following attributes represent the range of skills, abilities and experiences etc relevant to this position. Applicants are expected to meet the attributes that have been identified as essential.

Attributes	Requirements	Essential	Method of Evaluation/ Testing
Qualifications, Education & Training	<ul style="list-style-type: none"> • Social Work Degree or other Social Work qualification recognised by Social Care Wales. • Registration with Social Care Wales. • PQ – Consolidation Programme if qualified after April 2016. • 2 years post qualifying experience. 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>For SW3 only</p>	<p>Production of original Qualification Certificates and application form.</p>
Knowledge & Experience	<ul style="list-style-type: none"> • Knowledge of current Social Services legislation Children Act 1989 & 2004, Social Services and Well Being Act (Wales) 2014 and Local Authority Fostering Service Wales regulations 2018 and Code of Practice. • Experience of undertaking & presenting Form F or similar complex assessments. • Experience of undertaking direct work with children and families in need. • Experience of comprehending complex information, the analysing and summarising of that information to a high standard. • Experience of working with children and young people in foster care. • Experience of managing a workload and supervision of Supported Lodgings Hosts and When I'm Ready providers ensuring and organising time. • Knowledge of Fostering work and procedures, Looked After Children work, Care Proceedings, Leaving Care, Supported Lodgings, When I am Ready, information systems and quality assurance issues. • Experience of identifying the needs of children and young people, their birth parents and their foster carers. 	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Interview, application form and selection process.</p>
Knowledge & Experience (ctd.)	<ul style="list-style-type: none"> • Direct experience of complex cases. 	<p>For SW3 only</p>	<p>Interview, application form and selection process.</p>

Attributes	Requirements	Essential	Method of Evaluation/ Testing
	<ul style="list-style-type: none"> • Direct experience of writing complex assessments which inform court applications/care plans for children and young people. • Direct experience of court work. 	<p>For SW3 only</p> <p>For SW3 only</p>	
<p>Skills & Personal Qualities</p>	<ul style="list-style-type: none"> • Ability to communicate clearly and effectively in a written and verbal form with an ability to see issues in their widest context. • Ability to develop practice to an appropriate standard. • Ability to work flexibly and proactively. Ability to be creative, assertive and forward thinking. • Ability to demonstrate personal and professional integrity with a commitment to personal development. • Ability to work safely. • Ability to develop and maintain working relationships with other professionals and agencies, focussing on the needs of the service. • Ability to work effectively as a member of a team sharing responsibilities and bringing enthusiasm and commitment. • Ability to form and develop working relationships with children, young people, their parents and prospective foster carers. • Ability to make decisions appropriately. • Excellent skills in investigation and assessment. • Capacity to problem solve whilst working under pressure. • You will be expected to have a motor vehicle available for use on official journeys. Your mileage expenses will be reimbursed based on the locally agreed rate. • The ability to communicate through the medium of Welsh. 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>For SW3 only</p> <p>For SW3 only.</p> <p>For SW3 only</p> <p>Yes</p>	<p>Interview, application form, and selection process.</p>