

**Directorate:** Children, Young People and Education  
**Unit/Section:** Integrated Children's Service  
**Grade:** KSG  
**Responsible to:** Team Manager

## **Social Care Capability Framework level: New Practitioner/Practitioner**

### **Level Descriptor**

In their first year of practice should understand the nature of their role and continually strive to develop their skills knowledge and values with support for their supervisor and others, Initial high levels of support and supervision should reflect increasing autonomy and confidence evident over time. Caseloads will be fewer and less complex during the ASYE period. Core social care capabilities should be embedded.

### **Purpose of the Job:**

Manage a Children & Families caseload of various levels of complexity, involving the assessment, planning, implementation and evaluation of appropriate action, contributing to the effective application of resources to safeguard and promote the welfare of children and their families. The postholder should be working in line with the Social Care Capability Framework (SCCF).

The post holder must complete the ASYE standard within 2 years of qualifying.

### **Main duties and responsibilities:**

- Manage a Children & Families caseload to include complex and diverse cases, involving assessments, reviews and the preparation of welfare reports and court attendance, to effectively meet the needs of the client group, in line with the standards set out in the Social Care Capability Framework. The caseload will be managed within the relevant framework of supervision dependent on the complexity of the case and post qualification experience of the post holder.
- Initiate and develop close working partnerships with statutory agencies, voluntary and private sector agencies, carers and those with parental responsibility in order to facilitate good outcomes for children and their families.
- Complete effective and timely recording of accurate information using agreed systems.
- Maintain a good working knowledge of legislation, local policies and procedures, particularly those relating to Looked After Children, Children in Need and Child Protection, acting in line with these to ensure consistency and a high quality of service delivery.
- Attend training courses and other development opportunities as agreed with line manager to ensure compliance with Social Work England and SCCF requirements

Our procedures comply with DPA and your application will be processed and stored appropriately.

Footnote: This job description is provided to assist the job holder to know what their main duties are.  
It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

# Kent County Council

## Person Specification: *Social Worker*

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The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	<b>CRITERIA</b>
<b>QUALIFICATIONS</b>	Degree in Social Work (Dip HE/Degree or Post Grad) and up to date registration with Social Work England  ASYE must be completed if more the 2 years post qualified
<b>EXPERIENCE</b>	Relevant experience to demonstrate the capabilities required.  Use of systemic model of practice e.g. Signs of Safety
<b>SKILLS AND ABILITIES</b>	Good interpersonal skills in order to communicate effectively with children, families and colleagues.  Ability to prioritise and to work effectively on own initiative as well as within a team  Good report-writing skills and the ability to communicate clearly in writing  Undertake high quality assessments and develop and review plans  Ability to work within a court setting  Computer literate
<b>KNOWLEDGE</b>	Working knowledge of child development and demonstrate an ability to underpin practice with a theoretical base, including attachment theory and the needs of Looked After Children/Children in Need/children in the Child Protection system  Working knowledge of legislation, policies, frameworks and regulations.  Working knowledge of County procedures relating to Looked After Children/Children in Need/Child Protection  Knowledge of family court proceedings  Knowledge of factors relating to adults including mental health, domestic violence, substance misuse

<b>PERSONAL QUALITIES</b>	<p>Emotionally resilient</p> <p>Commitment to personal learning and development</p> <p>Commitment to equal opportunities and valuing diversity</p> <p>Commitment to Social Work England Code of Conduct</p> <p>Flexibility</p> <p>Maintain confidentiality</p> <p>Demonstrate a commitment to supervision and reflective practice</p>
<b>ADDITIONAL</b>	<p>Ability to travel across a wide geographical area in a timely and flexible manner at various times of the day</p>
<b>COMPETENCIES</b>	<p>Competencies are set within the knowledge and skills statements contained in the Social Care Capability Framework.</p>
<b>KENT VALUES AND CULTURAL ATTRIBUTES</b>	<p><b>Kent Values:</b></p> <ul style="list-style-type: none"> <li>• We are <b>brave</b>. We do the right thing, we accept and offer challenge</li> <li>• We are <b>curious</b> to innovate and improve</li> <li>• We are <b>compassionate</b>, understanding and respectful to all</li> <li>• We are <b>strong together</b> by sharing knowledge</li> <li>• We are all <b>responsible</b> for the difference we make</li> </ul> <p>Our values enable us to build a culture that is:</p> <p><b>Flexible/agile</b> - willing to take (calculated) risks and want people that are flexible and agile</p> <p><b>Curious</b> - constantly learning and evolving</p> <p><b>Compassionate and Inclusive</b> - compassionate, understanding and respectful to all</p> <p><b>Working Together</b> - building and delivering for the best interests of Kent</p> <p><b>Empowering</b> - Our people take accountability for their decisions and actions</p> <p><b>Externally Focused</b> - Residents, families and communities at the heart of decision making</p>

