

## Kent County Council

Job Description: *Social Worker – Fostering & Kinship Assessment Team*

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<b>Directorate:</b>	<b>Children, Young People and Education</b>
<b>Unit/Section:</b>	<b>Specialist Children's Services</b>
<b>Grade:</b>	<b>KR9</b>
<b>Responsible to:</b>	<b>Team Manager</b>

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

Manage a workload of kinship and foster carers assessments across the county of Kent, including outside of the county (if a child needs to be/has been placed with kinship carers residing outside the Local Authority area), adhering to clearly defined timescales and working in accordance with the Fostering National Minimum Standards, Fostering Regulations 2011, Care Planning and Case Review Regulations 2013, and Special Guardianship Regulations 2005. The role will involve supporting the Team Manager at targeted recruitment and information events, undertaking initial visits/viability assessments of prospective foster carers and kinship carers, including Social Guardians and those seeking to apply for Child Arrangement Orders, delivering preparation training to carers such as the 'Skills to Foster' and presenting to Fostering Panels and when required to the courts.

The post holder should be working in line with the Social Care Capability Framework.

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

- Manage a caseload of diverse cases, involving initial visits and viability assessments to fostering applicants, kinship carers and those wanting to apply for Special Guardianship and Child Arrangement Orders, fostering and kinship assessments, including Special Guardianship Assessments and Child Arrangement Order Assessments effectively meeting the needs of the client group, in line with the standards set out in the Social Care Capability Framework and managed within a clear framework of supervision.
- Deliver preparation training for prospective foster carers and kinship carers.
- Support the Team Manager, working with colleagues within the wider Fostering and Kinship Service, to ensure the promotion of 'Kent Fostering' and our offer to all carers, actively contributing ideas to support service delivery and provide fostering applicants and kinship carers with good quality, accurate and up-to-date advice and support about becoming a Foster or Kinship Carer with Kent County Council.
- 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 Social Care Capability Framework requirements.

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 – Fostering & Kinship Assessment Team*

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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>	<p>Degree in Social Work, CQSW, DipSW or equivalent.</p> <p>Registration as a Social Worker with Social Work England.</p> <p>Able to operate at the Practitioner level of the Social Care Capability Framework. Must have completed and passed AYSE assessment.</p>
<b>EXPERIENCE</b>	<p>Experience of working with foster carers, kinship carers (to include connected persons, special guardians and those seeking child arrangement orders), children and their families.</p> <p>Experience of completing assessments.</p> <p>Experience of family placement, child care and permanency.</p> <p>Experience of systemic and trauma informed practice.</p>
<b>SKILLS AND ABILITIES</b>	<p>Ability to undertake high quality evidence-based assessments, with sound theoretical underpinning and the use of relevant research.</p> <p>Excellent report-writing skills and the ability to communicate clearly in writing.</p> <p>Accurately record information distinguishing conflicting views and perspectives.</p> <p>Ability to work within a formal panel and court setting.</p> <p>Ability to work within an Equal Opportunities, non-discriminatory framework.</p> <p>Good interpersonal skills to communicate effectively with cares, children, families and colleagues.</p> <p>Good standard of direct work skills with children and their families.</p> <p>Ability to prioritise and to work effectively on own initiative as well as within a team.</p>

	Computer literate.
<b>KNOWLDEGE</b>	<p>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.</p> <p>Working knowledge of the Fostering Regulations, National Minimum Standards, Care Placement and Planning Review Regulations and Special Guardianship Regulations.</p> <p>Knowledge of family court proceedings.</p> <p>Understand and apply the concepts of child development, attachment, separation, loss, change and resilience.</p> <p>Keep abreast of changing issues and contexts at all levels, including in depth knowledge of social work research, and applying these in practice.</p>
<b>PERSONAL QUALITIES</b>	<p>Professional credibility.</p> <p>Engaging and able to effectively and confidently communicate with a range of people.</p> <p>Emotionally resilient.</p> <p>Enthusiasm/initiative.</p> <p>Innovative/flexibility.</p> <p>Commitment to personal learning and development.</p> <p>Commitment to equal opportunities and valuing diversity.</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> <p>Able to work flexibly to meet the demands of the service including some evening and weekend working.</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> </ul>

- We are **curious** to innovate and improve
- We are **compassionate**, understanding and respectful to all
- We are **strong together** by sharing knowledge
- We are all **responsible** for the difference we make

Our values enable us to build a culture that is:

**Flexible/agile** - willing to take (calculated) risks and want people that are flexible and agile

**Curious** - constantly learning and evolving

**Compassionate and Inclusive** - compassionate, understanding and respectful to all

**Working Together** - building and delivering for the best interests of Kent

**Empowering** - Our people take accountability for their decisions and actions

**Externally Focused** - Residents, families and communities at the heart of decision making

## Kent County Council

Job Description: *Social Worker – Fostering & Kinship, Assessment Team*

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<b>Directorate:</b>	<b>Children, Young People and Education</b>
<b>Unit/Section:</b>	<b>Specialist Children's Services</b>
<b>Grade:</b>	<b>KR10</b>
<b>Responsible to:</b>	<b>Team Manager</b>

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

Manage a workload of kinship and foster carers assessments across the county of Kent, including outside of the county (if a child needs to be/has been placed with kinship carers residing outside the Local Authority area), adhering to clearly defined timescales and working in accordance with the Fostering National Minimum Standards, Fostering Regulations 2011, Care Planning, and Case Review Regulations 2013, and Special Guardianship Regulations 2005. The role will involve supporting the Team Manager at targeted recruitment and information events, undertaking initial visits/viability assessments of prospective foster carers and kinship carers, including those wishing to apply for Special Guardianship and Child Arrangement Orders, delivering preparation training to carers such as the 'Skills to Foster' and presenting to Fostering Panels and when required to the courts.

The post holder should be working in line with the Social Care Capability Framework.

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

- Manage a caseload of diverse and increasingly complex cases, using initiative in line with the expectations of a developing practitioner, involving initial visits and viability assessments to fostering applicants and kinship carers, fostering and kinship assessments, including Special Guardianship and child Arrangement Order Assessments, effectively meeting the needs of the client group, in line with the standards set out in the Social Care Capability Framework and managed within a clear framework of supervision.
- Deliver preparation training for prospective foster carers and kinship carers.
- Support the Team Manager, working with colleagues within the wider Fostering and Kinship Service, to ensure the promotion of 'Kent Fostering' and our offer to carers, actively contributing ideas to support service delivery and provide fostering applicants and kinship carers with good quality, accurate and up-to-date advice and support about becoming a Foster or Kinship Carer with Kent County Council.
- Initiate and develop close working partnerships with statutory agencies, voluntary and private sector agencies, carers and those with parental responsibility 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 Social Care Capability Framework requirements.

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: Fostering & Kinship Assessment Team

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>	<p>Degree in Social Work, CQSW, DipSW or equivalent.</p> <p>Registration as a Social Worker with Social Work England.</p> <p>Assessed as competent to operate at the Experienced Practitioner level of the Social Care Capability Framework.</p>
<b>EXPERIENCE</b>	<p>Diverse experience of working with foster carers, kinship carers (to include connected persons, special guardians and those seeking child arrangement orders), children and their families.</p> <p>Experience of completing assessments with levels of complexity.</p> <p>Experience of family placement, childcare and permanency.</p> <p>Experience of systemic and trauma informed practice.</p> <p>Experience of working with groups, including facilitating some training.</p>
<b>SKILLS AND ABILITIES</b>	<p>Ability to undertake high quality evidence-based assessments, with sound theoretical underpinning and the use of relevant research.</p> <p>Excellent report-writing skills and the ability to communicate clearly in writing.</p> <p>Skill in working with adults to build trusting relationships, where there is a balance of compassion and challenge; remaining professionally curious and appropriately investigative.</p> <p>Accurately record information distinguishing conflicting views and perspectives.</p> <p>Ability to work within a formal panel and court setting to a high standard.</p> <p>Ability to work within an Equal Opportunities non-discriminatory framework.</p>



	<p>Good interpersonal skills to communicate effectively with foster cares, children, families and colleagues.</p> <p>Enhanced standard of direct work skills with children and their families.</p> <p>Ability to prioritise and to work effectively on own initiative as well as within a team.</p> <p>Computer literate.</p>
<b>KNOWLDEGE</b>	<p>Excellent 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.</p> <p>Excellent working knowledge of the Fostering Regulations, National Minimum Standards, Care Placement and Planning Review Regulations and Special Guardianship Regulations.</p> <p>Knowledge of family court proceedings.</p> <p>Understand and apply the concepts of child development, attachment, separation, loss, change and resilience.</p> <p>Keep abreast of changing issues and contexts at all levels, including in depth knowledge of social work research, and applying these in practice.</p>
<b>PERSONAL QUALITIES</b>	<p>Professional credibility.</p> <p>Engaging and able to effectively and confidently communicate with a range of people.</p> <p>Emotionally resilient.</p> <p>Enthusiasm/initiative.</p> <p>Innovative/flexibility.</p> <p>Commitment to personal learning and development, with the capacity to work within a strong learning culture.</p> <p>Commitment to equal opportunities and valuing diversity.</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> <p>Able to work flexibly to meet the demands of the service</p>

	including some evening and weekend working.
<b>COMPETENCIES</b>	Competencies are set within the knowledge and skills statements contained in the Social Care Capability Framework.
<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>

