

## Kent County Council

### Job Description: *Area NQSW Supervisor*

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**Directorate:** Children, Young People and Education

**Grade:** KR11

**Responsible to:** Practice Development Manager

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

To support and assess a cohort of Newly Qualified Social Workers (NQSW's) to successfully complete the Kent County Council (KCC) Assessed and Supported Year in Employment (ASYE) programme.

To work in partnership with team managers and ASYE Practice Educators to provide additional reflective supervision, guidance and support to NQSW's to complete their assessment, whilst working within KCC ASYE guidelines and to ensure the Record of Support and Progressive Assessment and Critical Learning log are completed.

To ensure a consistent approach to the support being provided to NQSWs within KCC in terms of case load management, embedding the Kent Practice Framework and development opportunities across the County in order to support recruitment and retention.

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

1. Deliver a range of support and learning activities for NQSW's that compliments the formal ASYE core offer and enhances the practice learning experience, including individual and group reflective supervision and support to integrate theory and training into practice.
2. To robustly monitor the quality of the documents completed by ASYE's at each key stage (initial, 3, 6 and 9 months); develop reporting and tracking mechanisms of their progress in order to ensure a County consistent approach to portfolios.
3. To monitor and provide ongoing reporting on the retention of NQSWs by completing exist interviews and contribute to ongoing research development around the NQSW role in KCC, including leading exit interviews of any ASYE staff leaving the service. To share these findings with the core KCC ASYE delivery team in order to inform the ASYE evaluation.
4. To be physically present within teams in order to offer on the spot support and reflective learning opportunities for NQSW's in partnership with their managers and ASYE Practice Educators.



5. To introduce and support the implementation of the Kent Practice Framework to NQSW's and support the transference of theory to practice improving the outcomes of Kent children and their families.
6. Where practice issues are identified, to support the NQSW and the Team Manager in consultation with ASYE Practice Educator to consider areas of necessary improvement and to support the NQSW to work towards any agreed formal action plans.
7. Participate and contribute to the recruitment and selection of NQSWs by ensuring high quality information is communicated to promote KCC and ASYE programme.
8. Contribute to creating a culture of continuous learning and development and ensure regular accurate reports are produced to inform training and development needs.

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



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.

	CRITERIA
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"><li>• A recognised social work qualification with current registration with Social Work England.</li><li>• Practice Educator Professional Standards Stage 1 Practice or working towards Stage 2.</li></ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"><li>• Proven Social work experience demonstrating a comprehensive and up to date understanding of all relevant legislation, regulation and guidance.</li><li>• Experience in managing a complex caseload, chairing complex meetings, performance related issues both at an operational and strategic level and demonstrate leadership in decision making.</li><li>• Experience of student mentorship, adult learning theories, supervision, and coaching both Social Work students and newly qualified and experienced Social Work staff, being a subject matter expert in professional social work practice.</li></ul>
<b>SKILLS AND ABILITIES</b>	<ul style="list-style-type: none"><li>• Skills in delivering reflective supervision and using supervision as a learning and development tool.</li><li>• Skills in group facilitation using adult learning theories.</li><li>• Skills in partnership working with colleagues</li><li>• Skills in analysing information and reporting trends</li><li>• Ability to work flexibly/remotely and travel across a wide geographical area in a timely and flexible manner at various times of the day</li></ul>
<b>KNOWLEDGE</b>	<ul style="list-style-type: none"><li>• Knowledge and understanding of the Professional Capabilities Framework for Social Work and the Knowledge &amp; Skills Statements for Child &amp; Family Social Work.</li><li>• Up to date knowledge of social work theory, legal and policy framework.</li></ul>



<b>BEHAVIOURS AND KENT VALUES</b>	<p><b>Kent Values: Open, Invite Contribution and Challenge and Accountable</b></p> <p>Treat all staff fairly, with respect and ensure they are kept informed of any decisions that have a direct impact on them</p> <ul style="list-style-type: none"> <li>• Promote independence and self-management within the NQSW co-hort.</li> <li>• Motivation and passion to promote best practice with the ASYE</li> <li>• Personal resilience</li> <li>• Professional credibility</li> <li>• Discretion and sensitivity</li> <li>• Commitment to equal opportunities and working with diversity</li> <li>• Innovative and flexible approach to using initiative in conjunction with Team Managers and ASYE Practice Educators</li> </ul>
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