

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

**Unit/Section:** Specialist Children's Services

**Grade:** KSG

**Responsible to:** Team Manager

**Purpose of the Job:**

Demonstrate effective practice in managing a complex and varied caseload of carers working with children in care. With the support of regular supervision from the Team Manager, manage risk and uncertainty, using assessment, planning, implementation and evaluation skills, contributing to the effective application of resources to safeguard and promote the welfare of children, their families and foster carers.

Be able to support recruitment, training and retention initiatives with and for carers. Identify and develop areas of knowledge and expertise, sharing these with colleagues and other professionals. Take an active role in effective team working and understand the team's relationships with other services. The postholder will be working in line with the Social Care Capability Framework.

**Main duties and responsibilities:**

- Manage a caseload which will include complex and diverse cases, requiring skills in respect of assessment, analysis, planning and review, to effectively meet the needs of foster carers, the children in their care and their families. 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.
- Contribute to and review the development of ongoing initiatives to achieve a more effective use of resources within Children & Families Services.
- Initiate and develop close working partnerships with statutory agencies, voluntary and private sector agencies, carers and those with parental responsibility in order to facilitate effective service delivery.
- Supervise and manage foster carers and support recruitment initiatives to ensure that there is a suitable range of placements to meet the needs of the children.
- Inform, advise, counsel, support and assist in the training of carers, individually and in group settings, in order to promote the stability and security of foster placements for children with disabilities.
- Be involved in the Review of foster carers and where appropriate effectively challenge views and practices in order to promote the best outcomes for children.
- Ensure that information systems, i.e. Liberi, and records are effectively maintained (with an understanding of information security policy) to provide up-to-date and accurate information, upon which decisions affecting service delivery can be made.

- Maintain a personal awareness of legislation, departmental and corporate policies and procedures (particularly those relating to Fostering, Children in Care, Children in Need and Child Protection) acting in line with these to ensure consistency and a high quality of service delivery across the Directorate.
- Attend training courses and other development opportunities as agreed with line manager to ensure compliance with Social Work England requirements.

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.

## Kent County Council

### Person Specification: *Fostering 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.

	CRITERIA
<b>QUALIFICATIONS</b>	Degree in Social Work (Dip HE/Degree or Post Grad) and registration as a social worker with Social Work England.
<b>EXPERIENCE</b>	Relevant experience to demonstrate the competencies required. Use of systemic model of practice e.g. Signs of Safety.
<b>SKILLS AND ABILITIES</b>	<p>Good interpersonal skills in order to communicate effectively with children, carers and colleagues, both on a one-to-one and when working in groups. Proven experience in working collaboratively with the team around a child to achieve the best outcomes for the child, as well as their birth families.</p> <p>Ability to prioritise and to work effectively on own initiative as well as within a team.</p> <p>Analytical report writing skills and the ability to communicate clearly in writing.</p> <p>Ability to work within a formal settings.</p> <p>Effective written and IT skills for report and assessment writing and communication.</p> <p>Ability to travel across a wide geographical area in a timely and flexible manner at various times of the day</p> <p>Ability to work within a court setting / Interest/desire to lead in training courses.</p> <p>Computer literate and familiar with computer systems including word, Microsoft, Liberi.</p> <p>Demonstrate a commitment to supervision and reflective practice</p>
<b>KNOWLEDGE</b>	<p>A working knowledge of child development and demonstrate an ability to underpin practice with a theoretical base, including attachment theory and the needs of Children in Care/Children in Need/children in the Child Protection system.</p> <p>A working knowledge and understanding of relevant regulations and policy frameworks and impact on children, their birth families and their carers (including Fostering Regulations).</p> <p>A working knowledge of national policies, frameworks and regulations.</p>

	<p>A working knowledge of the implications trauma and attachment can present to children, their birth families and their carers.</p> <p>Working knowledge of Quality Protects and Working Together</p> <p>A working knowledge of County procedures relating to Children in Care/Children in Need/Child Protection</p> <p>Compliance with information governance, record retention, confidentiality issues and the General Data Protection Regulations.</p>
<b>COMPETENCIES</b>	Competencies are set within the Competency Framework for Children's Social Services.
<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> <p>Other qualities</p> <ul style="list-style-type: none"> <li>• Professional credibility</li> <li>• Take personal and professional responsibility for your actions and performance</li> <li>• Innovative/flexibility</li> <li>• Leadership skills</li> <li>• Commitment to Equal Opportunities</li> <li>• Act with integrity, honesty and transparency</li> <li>• Be open to challenge</li> <li>• Treat people fairly and with respect</li> </ul>

**Directorate:** Children, Young People and Education  
**Unit/Section:** Specialist Children's Services  
**Grade:** KSH  
**Responsible to:** Team Manager

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

Demonstrate effective practice in managing a complex and varied caseload of carers working with children with disabilities. With the support of regular supervision from the Team Manager, manage risk and uncertainty, using assessment, planning, implementation and evaluation skills, contributing to the effective application of resources to safeguard and promote the welfare of children, their families and foster carers.

Be able to support recruitment, training and retention initiatives with and for carers. Identify and develop areas of knowledge and expertise, sharing these with colleagues and other professionals. Take an active role in effective team working and understand the team's relationships with other services.

The post holder should be working in line with the Competency Framework.

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

- Manage a caseload which will include complex and diverse cases, requiring skills in respect of assessment, analysis, planning and review, to effectively meet the needs of foster carers, the children in their care and their families. This will be in line with the competency standards set out in the Competency Framework and the knowledge and skills statement for approved child and family practitioners. 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.
- Contribute to and review the development of ongoing initiatives to achieve a more effective use of resources within Children & Families Services.
- Initiate and develop close working partnerships with statutory agencies, voluntary and private sector agencies, carers and those with parental responsibility in order to facilitate effective service delivery.
- Supervise and manage foster carers and support recruitment initiatives to ensure that there is a suitable range of placements to meet the needs of children.
- Inform, advise, counsel, support and assist in the training of carers, individually and in group settings, in order to promote the stability and security of foster placements for children with disabilities.
- Be involved in the Review of foster carers and where appropriate effectively challenge views and practices in order to promote the best outcomes for children with disabilities and their birth families.

- Be involved in the recruitment, training and assessment of foster carers for children with disabilities to ensure that there is a suitable range of placements to meet their needs within the District and across the County and to facilitate the fostering process.
- Ensure that information systems, i.e. Liberi, and records are effectively maintained (with an understanding of information security policy) to provide up-to-date and accurate information, upon which decisions affecting service delivery can be made.
- Maintain a personal awareness of legislation, departmental and corporate policies and procedures (particularly those relating to Fostering, Children in Care, Children in Need and Child Protection) acting in line with these to ensure consistency and a high quality of service delivery across the Directorate.
- Attend training courses and other development opportunities as agreed with line manager to ensure compliance with Social Work England requirements.

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.

## Kent County Council

### Person Specification: *Fostering 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.

	CRITERIA
<b>QUALIFICATIONS</b>	<p>Degree in Social Work (Dip HE/Degree or Post Grad) and registration as a social worker with Social Work England</p> <p>Competent to work at Experienced Social Worker level of the Professional Capability Framework for Social Work</p>
<b>EXPERIENCE</b>	<p>Relevant experience to demonstrate the required level of the Capabilities Framework.</p>
<b>SKILLS AND ABILITIES</b>	<p>Good interpersonal skills to communicate effectively with children, carers and colleagues, both on a one-to-one and when working in groups. Proven experience in working collaboratively with the team around a child to achieve the best outcomes for the child, as well as their birth families.</p> <p>Analytical report writing skills and the ability to communicate clearly in writing..</p> <p>Ability to prioritise and to work effectively on own initiative as well as within a team.</p> <p>Ability to work within formal settings</p> <p>Effective written and IT skills for report and assessment writing and communication.</p> <p>Ability to work within a court setting / Interest/desire to lead in training courses.</p> <p>Computer literate and familiar with computer systems including word, Microsoft, Liberi.</p> <p>Competencies are set within the knowledge and skills statements contained in the Social Care Capability Framework.</p> <p>Ability to travel across a wide geographical area in a timely and flexible manner at various times of the day</p>
<b>KNOWLEDGE</b>	<p>A working knowledge of child development and demonstrate an ability to underpin practice with a theoretical base, including attachment theory and the needs of Children in Care/Children in Need/children in the Child Protection system.</p> <p>A working knowledge and understanding of relevant regulations and policy frameworks and impact on children, their birth families and their carers (including Fostering Regulations.)</p>

	<p>A working knowledge of national policies, frameworks and regulations.</p> <p>A working knowledge of implications trauma and attachment can present to children, their birth families and their carers.</p> <p>Working knowledge of Quality Protects and Working Together.</p> <p>A working knowledge of County procedures relating to Children in Care/Children in Need/Child Protection</p> <p>A working knowledge and understanding of relevant legislation, regulations and policy frameworks.</p> <p>Working knowledge of Quality Protects and Working Together</p> <p>Compliance with information governance, record retention, confidentiality issues and the General Data Protection Regulations.</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> <p>Other qualities</p> <ul style="list-style-type: none"> <li>• Professional credibility</li> <li>• Take personal and professional responsibility for your actions and performance</li> <li>• Innovative/flexibility</li> <li>• Leadership skills</li> <li>• Commitment to Equal Opportunities</li> <li>• Act with integrity, honesty and transparency</li> <li>• Be open to challenge</li> <li>• Treat people fairly and with respect</li> </ul>