

## Kent County Council

Job Description: *Senior Practitioner – Disabled Children/Young People's Team*

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| <b>Directorate:</b>    | <b>Children, Young People and Education</b>                     |
| <b>Unit/Section:</b>   | <b>Disabled Children or Young People's team/DCLDMH division</b> |
| <b>Grade:</b>          | <b>KSI</b>                                                      |
| <b>Responsible to:</b> | <b>DC /YPTeam Manager</b>                                       |

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

Manage a complex caseload of disabled children and young people aged 0-25 to assess, plan, monitor and review the support/personal assistance needs of service users, working in a person-centred way to ensure that resources are utilised effectively to safeguard and promote the welfare of disabled children and young people.

Provide a consultative/supervisory service to a staff team operating within a multi-agency environment to provide professional expertise, skills and advice to enable a safe, effective and high quality service to disabled children and young people that meets agreed existing and new policies and practices.

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

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

Manage a complex and diverse reduced caseload of children or young people and their families, undertaking assessments to determine the needs and capabilities of clients and carers, and drawing up plans of support, using agreed eligibility criteria and in accordance with statutory requirements, Directorate and Corporate Policy and National Legislation. Ensure resources are utilised effectively within a multi-agency environment and in accordance with service users' wishes, directorate budget limits and the requirements of strategic frameworks.

Provide a high quality resource of professional case management knowledge and expertise to Social Workers and Young People's workers in the team to include casework supervision and assessments, group meetings, assisted fieldwork, attendance in court, case audits and reviews etc. to assist the team in ensuring that it carries out its core tasks to a high standard.

Maintain and keep accurate electronic records using the Social Care electronic system. Write and verbally present reports for formal meetings including reviews, case conferences and court proceedings.

Participate and take a lead in investigating and supporting Child Protection and Adult Safeguarding cases, liaising with other agencies, to ensure that service users are safeguarded; monitoring and reviewing cases and maintaining Child and Adult Protection awareness amongst staff.

Undertake staff supervision as directed by the Team Manager according to the needs of the team. Act as Practice Assessor to support student placements.

Liaise regularly with peer colleagues throughout the Directorate to ensure staff deliver existing and new practices consistently and to a high standard. Contribute to the development of new initiatives through attendance on Working Groups, multi-agency fora, training courses etc to develop current and new ways of working that meet service requirements

Develop good working relationships with Education and Health staff and other agencies: District Councils, voluntary agencies, the commercial and private sectors to ensure that positive outcomes for children and young people are achieved.

Maintain an awareness of changes in legislation, theories, corporate and directorate policies, local and agency practices relating to disabilities in order to disseminate knowledge throughout the team and contribute to the delivery of a high standard of service.

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: *Senior Practitioner – Disabled Children/Young People's 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.

|                             | CRITERIA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
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| <b>QUALIFICATIONS</b>       | <ul style="list-style-type: none"><li>• Degree in Social Work</li><li>• Registration with Social Work England</li><li>• Assessed as competent to operate at the Advanced Practitioner level of the Social Care Capability Framework</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>EXPERIENCE</b>           | <ul style="list-style-type: none"><li>• Diverse post qualification practice experience</li><li>• Demonstrate experience of working with complex family situations in a statutory setting.</li><li>• Providing consultation, mentoring and developing qualified staff/Social Work Assistants or equivalent</li><li>• Liaising with Commissioners and other service providers</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>SKILLS AND ABILITIES</b> | <ul style="list-style-type: none"><li>• Ability to assess effectively the performance and development needs of social work and other professional staff</li><li>• Ability to act as a mentor and demonstrate teaching skills</li><li>• Effective negotiating, mediation and interpersonal skills</li><li>• Ability to contribute to research and monitoring of agency functioning and effectiveness</li><li>• Ability to identify, attain and maintain high levels practice</li><li>• Effective analytical and assessment skills</li><li>• Computer literate</li><li>• Leadership skills</li><li>• Ability and commitment to support the Directorate's Equality and Diversity Policy Statement which is an integral part of the Directorate's service delivery and relationship with the client to respect people as individuals regardless of age, ethnic origin, cultural values, disability, gender, sexual orientation or religion</li><li>• Ability to travel across a wide geographical area in a timely and flexible manner at various times of the day in accordance with the needs of the job</li><li>• A Full UK Driving Licence – The Council is committed to making reasonable adjustments so whilst this job requires the jobholder to drive your application will still be considered if you are unable to drive due to a disability.</li></ul> |
| <b>KNOWLEDGE</b>            | <ul style="list-style-type: none"><li>• High level working knowledge of current relevant legislative framework and national policy</li><li>• High level working knowledge of County Procedures, including Child and Adult Protection</li><li>• Expert understanding of social work theory</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

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|                                            | <ul style="list-style-type: none"> <li>• Understanding/knowledge of issues relating to disabled people, and communicating with people who have poor communication skills</li> <li>• Awareness of budgetary work and financial regulations</li> <li>• Awareness of data protection and confidentiality issues</li> <li>• Awareness and compliance with equality and diversity policies, procedures and legislation</li> <li>• Staff will be expected to have an awareness of and work within national legislation and Corporate and Directorate policies and procedures relating to Health and Safety</li> <li>• Working knowledge of court proceedings</li> <li>• Up to date knowledge of research</li> </ul>                                                                                                                                                                                                                                                                                                                                          |
| <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> |