

Kent County Council

Job Description: *Out of Hours Experienced Social Workers – Adults*

Directorate:	Children, Young People and Education
Unit/Section:	Front Door Kent and Medway Out of Hours Service
Grade:	KR10
Responsible to:	Team Manager - OOH

Purpose of the Job:

To provide support ('office' based and on call for visiting where required) to the Kent and Medway out of hours service by responding to urgent situations involving vulnerable adults.

Main duties and responsibilities:

1. Respond to requests for new (urgent) care packages and respite in liaison with key professionals across health and adult social care.
2. Participate in adult safeguarding strategy discussions.
3. Complete Kent adult safeguarding alert forms (KASAFs) and undertake urgent adult safeguarding assessments (via telephone where necessary).
4. Work in partnership with Individuals, Health and adult social care services to identify and agree short term safety planning.
5. Respond to telecare calls (as first responder)
6. Develop and maintain an extensive knowledge of available resources to support clients and carers outside of traditional working/office hours.
7. Maintain accurate, up to date and reliable data, information and records in line with information governance framework requirements, standards and best practice to ensure compliance with legislation.

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.

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Person Specification: *Out of Hours Experienced Social Worker - Adults*

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
QUALIFICATIONS	<ul style="list-style-type: none">• Degree in Social Work, CQSW/DipSW or equivalent and registration as a social worker with Social Work England.• For internal staff only relevant degree/diploma in Social Work, Nursing or Occupational Therapy.• Up to date registration with appropriate professional body• Competent to work at the Experienced Practitioner level of the Social Care Capabilities Framework for Registered Workers
EXPERIENCE	<ul style="list-style-type: none">• Significant post qualification experience within an adult social care or health environment (experience of work across several disciplines within adult social care and health is an advantage)• Experience in adult safeguarding• Experience of multi-agency/partnership working• Experience of undertaking Assessments and developing care and support plans
SKILLS AND ABILITIES	<ul style="list-style-type: none">• Ability to communicate effectively with service users, carers, colleagues and partner agencies through written and verbal communications• IT skills and effective use of Microsoft Office programs and client recording systems.• Skills in building relationships across a wide range of internal and external partners• Ability to prioritise, work at pace and be able to manage pressure.• Ability to travel across a wide geographical area in a timely and flexible manner to ensure the needs of the service are met during evenings, weekends and bank holidays when required.
KNOWLEDGE	<ul style="list-style-type: none">• An understanding and application of key policies, legislation and statutory guidance, and eligibility criteria relating to provision of support to the client group, including the Care Act.• Comprehensive knowledge and application of Safeguarding, Mental Capacity Act/DoLS and understanding of Court of Protection policies and processes• Compliance with information governance, record retention, confidentiality issues and the General Data Protection Regulations• Working knowledge of alternative service and community assets.

**BEHAVIOURS AND
KENT VALUES**

Kent Values:

Open

- Demonstrate a healthy attitude to risk
- Welcome and expect change and evolving technology

Invite contribution and challenge

- Innovate
- Be open to challenge
- Actively encourage and expect contribution.

Accountable

- Develop at pace
- Focus on outcomes