

**Directorate: Adult Social Care and Health**

**Unit/Section: Strategic Safeguarding, Practice, Policy, and Quality Assurance**

**Grade: KR11**

**Responsible to: Principal Social Worker**

**Purpose of the Job:**

To support and assess Newly Qualified Social Workers (NQSW) to undertake and complete the Assessed and Supported Year in Employment (ASYE) programme by working alongside the Line Manager to provide guidance and support to complete the assessment.

To work in partnership with managers and ASYE Practice Educators (from Learning & Development) 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 workload management, embedding the Adult Social and Health (ASCH) Practice Framework and development opportunities across the County to support recruitment and retention. To support Social Workers who have completed their ASYE to continue their development in accordance with the Professional Capabilities framework.

To work with the Practice Development Officers to implement operational practice change and provide high level support for other registered and non- registered staff in areas of complex work when required.

**Main duties and responsibilities:**

- Provide an induction to the Professional Capabilities Framework for Social Work at the ASYE level for NQSWs. Oversee the ASYE process and ensure that the learning agreement and Personal Development Plan are completed.
- Deliver a range of support and learning activities for NQSW's that compliments the formal ASYE core offer and Practice Development work that will enhance the practice learning experience, including individual and group reflective supervision and support to integrate theory and training into practice.

- Introduce and support the implementation of the ASCH Practice Framework to NQSW's and support the transference of theory to practice improving the outcomes of Kent residents and their families.
- Robustly monitor the quality of the documents completed by ASYE's at each key stage (initial, 3, 6 and 9 months); including practice observations and develop reporting and tracking mechanisms of their progress to ensure a County consistent approach to portfolios. Complete final assessment for the NQSW and recommend decision on pass or fail.
- Monitor the workload of the NQSW and where practice issues are identified assist, and support the NQSW, in consultation with the line manager to develop and implement appropriate action plans to resolve them.
- Offer advice and feedback to the NQSW on gathering evidence to support the assessment. Provide additional formal supervision for NQSWs as and when required.
- Use both remote working technologies and physically present support to NQSWs and other learners by facilitating online and in person learning forums.
- Monitor and provide ongoing reporting on the retention of NQSWs by completing exit interviews and contribute to ongoing research development around the NQSW role in KCC, including leading exit interviews of any ASYE staff leaving the service. Share these findings with the core KCC ASYE delivery team to inform the ASYE evaluation.
- Contribute to creating a culture of continuous learning and development for all practitioners using quality assurance mechanisms.
- Encourage career development with all practitioners which will support staff retention. Ensure regular accurate reports are produced to inform training and development.
- Be flexible and adaptable in supporting practitioners by using skills and expertise/training to undertake specialist work (including Best Interest Assessor, Practice Educator and Approved Mental Health Professional)

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: **NQSW Supervisor**

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>Registered Social Worker holding a qualification in Social Work.</p> <p>Qualification in Practice Education or be prepared to undertake this.</p> <p>Qualified ASYE assessor (training will be available to attain this).</p>
<b>EXPERIENCE</b>	<p>Experience of the Assessor or Practice Educator role with Social Work students on degree programmes placed in a range of social care settings.</p> <p>Experience of supervising, coaching and assessing social work students and social work practitioners on qualifying and post qualifying programmes as part of a team approach to support students and newly qualified practitioners.</p> <p>Experience of senior practitioner or senior social worker / experienced practitioner type roles in social work settings.</p> <p>Experience of quality assurance work.</p>
<b>SKILLS AND ABILITIES</b>	<p>Assessment &amp; facilitation skills for social work practice learning.</p> <p>Skills in delivering reflective supervision and using supervision as a learning and development tool.</p> <p>Excellent communication skills both verbal and written.</p> <p>Skills in partnership working.</p> <p>Skills in using remote technologies to undertake Review Meetings and deliver online Reflective Learning Forums.</p>
<b>KNOWLEDGE</b>	<p>Comprehensive knowledge of the requirements for social work education at both pre and post registration levels.</p> <p>Knowledge and understanding of the Professional Capabilities Framework for Social Work.</p> <p>Understanding of the ASYE requirements and holistic assessment. Up to date knowledge of social work theory.</p>

	Up to date knowledge of the Care Act and Mental Capacity Act
<b>KENT VALUES AND CULTURAL ATTRIBUTES</b>	<p>We are brave. We do the right thing, we accept and offer challenge</p> <p>We are compassionate, understanding and respectful to all</p> <p>We are all responsible for the difference we make</p> <p>We are curious to innovate and improve</p> <p>We are strong together by sharing knowledge</p> <p><b>We will empower people</b> to have as much choice and control as possible, encouraging them to lead on their support and live the life they want to live</p> <p><b>We will listen to and respect the person's expertise</b> about their situation, whilst giving an honest professional opinion</p> <p><b>We will be innovative in offering support</b> through technology, direct payments and fully exploring support from friends and family</p> <p><b>We will uphold people's rights</b> with a positive and open practice approach</p>