

JOB SUMMARY

Post Title	Social Worker						
Job Family	Service Delivery	Pay Range	10	Line Manager to others?	No	Role profile ref	
Service Area	Adult Social Care – Safeguarding Team						
Line Manager	Senior Practitioners / Team Manager						
Location	Hybrid working – Agile and office day once a week.						

Job Purpose

To be an active team member, to support our duty function with the triage and assessment of safeguarding concerns. When required undertake enquires, enable individuals to access relevant support, and devised safety plans to support individuals to live a life free from harm and abuse.

To utilise your professional skills and knowledge as a qualified social worker and work in accordance with the relevant legislation, statutory duties and policies. This will include working in partnership with individuals, families, advocates, and partner agencies, to triangulate information to make evidenced informed decisions and be proportionate within our response.

Job Context

- To triage safeguarding concerns and where required undertake S.42 enquiries in line with legislative requirements, for example, The Care Act, Mental Capacity Act, Human Rights Act and the Data Protection Act.
- To facilitate and support individuals to be fully involved and participate in safeguarding enquires using a strengths-based approach, which focuses on the skills and abilities, and involves the relevant individuals in their life.
- When required, to refer and signpost individuals to agencies such as advocacy to enable them to engage fully in safeguarding process.
- To support adults at risks to identify and share their personal outcomes in line with making safeguarding personal.
- Complete risk assessments and safety plans which are proportionate, and person centred.
- To work in accordance with the 4LSAB Multi Agency Safeguarding Adults Policy and Procedure and S.42 duties under the Care Act, to complete timely and proportionate triage of concerns and open enquires which in cooperate making safeguarding personal principles.
- Work collaboratively with individuals, families, carer and advocates, along with wider adult social care teams and partner agencies to support and inform safeguarding enquiries.
- During an open enquiry, to monitor and review the safety plans with the individual and relevant networks. Offer information and work in partnership with agencies and services across the Third Sector, Local Communities and other commissioned services, to support and enable an individual to live free from harm and abuse.
- To undertake Crisis Intervention work, which includes short notice/ same day visits and hold an ability to gather and establish risks at pace, to inform decision making, in order to protect/safeguard the individual or carer.
- Maintain timely and accurate case recordings in accordance with the relevant legislation and policies.
- To identify and refer individuals who may require an assessment to determine eligibility for social care and other services.

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<ul style="list-style-type: none"> • Ensure individuals, their advocates and relevant services are informed and provided feedback, where applicable to the outcome of the concerns. • Comply with the data protection Act 2018. To hold understanding of consent and confidentiality in the line with the duties of safeguarding adults. • To ensure you work in accordance with the departments financial processes. If required, ensuring the individual is appropriately referred for social care assessment and financial assessment. • To participate in supervision, audits and to maintain a responsibility for continuous professional development. 			
Knowledge, Skills and Experience			
Role Profile requirements.	Job specific examples. (if left blank refer to left hand column)	Essential	Desirable
To have a clear and sound understanding of relevant legislation in working with Safeguarding Adults.	To hold a firm understanding of the duties within the Care Act 2014, Mental Capacity Act 2005, Humans Rights Act 1998 and Mental Health Act 1983.	E	
To hold a good understanding of data protection and confidentiality.	To hold good level of understanding of the Data Protection Act 2018. To hold awareness of the role of safeguarding adults and confidentiality and the importance to accurate and timely record keeping.	E	
Excellent written communication skills, with experience in writing holistic assessments and reports for a variety of audiences.	To hold experience in producing strengths based and evidenced informed assessments and reports, for the individual, external agencies and when required present written information to the court. To ensure record keeping is maintained to high standard, working in line with the teams and wider departments recording policies and process.	E	
Excellent communication and interpersonal skills, with ability to adapt style to meet the needs of the individual and different audiences.	To hold a range of communication skills to be able to effectively gather information and articulate outcomes. To have experience in working with a range of individuals and service groups.	E	
Strong organisational skills to be able to effectively manage time and prioritise workload to meet service need.	Knowledge/experience of managing own work with access to guidance and support. Ability to complete tasks within prescribed timescales.	E	
Able to effectively analyse and interpret information to inform evidenced based decisions.	To be able to effectively assess and manage complexity and risk, within direct case work. To hold sound assessment and analytic skills which is based on evidence gathered to inform assessments and make decisions.	E	
Ability to work autonomously and part of team. To work jointly with colleagues and partner agencies to inform safeguarding enquiries and learning.	Ability to work with partner agencies, such as the Police, Health etc to inform decision making and conduct joint assessments and visits when required.	E	

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