

Manager Recruitment Template

Name of Team	Adult First Response/ Self Directed Support	
Name of Manager	Lysa-Myrie Howells (locum) please refer to Julia Coles	
Manager's Contact Details	Email:	Telephone No: ext 6169

1. Pen picture of Teams (points below for illustrative purposes)

Key Activities	<p>Adult First Response is the 'front door' to Adult Social Care. It is a single point of access for all social care referrals.</p> <p>At present Adult First Response and Self Directed Support are undergoing change development to support a multi- team Duty/Triage system.</p> <p>Key day to day activities, include Care Act Assessments, Mental Capacity Assessments. Best Interest meetings and Safeguarding.</p> <p>The team will also work with Direct Payments, Court of Protection and complex issues whilst reviewing any existing care input. Focusing on equality and self-determination for service users and their carers.</p> <p>Ensuring that carers needs are acknowledged and assessed.</p>
Key Outcomes	To promote Think Local, Act Personal and work with the community and multi-agency colleagues to ensure that Adult Social Care always respond in a person centred way. To maximise information and data for Adult Social care in terms of commissioning services and responding to Community needs.
Key Service Users	18 plus – Adult First Response is the initial responder for the Local Authority, so key service users will be anyone with a presenting social care need. Once referrals have been screened they may be referred on to other Adult Social care teams

etc

2. Role of Consultant Practitioners in Teams

Experience of Risk Assessments	<p>Adult First Response Consultant Practitioners are operational managers.</p> <p>They oversee daily the workflow of referrals into Adults Social Care.</p> <p>They need to be able to direct and advise on risk taking and evidence this in their decision making.</p>
Experience of Complexity	<p>Adult First Response and Self-Directed Support Consultant Practitioners will deal with complex situations and need to be able to liaise with multiple professionals and co-ordinate support. This will include safeguarding and Best Interest. They need to be at ease under pressure and stressful situations and give clear operational leadership to the teams. They also need to be able to articulate their rationale</p>

	<p>and proportionate response.</p> <p>This will mainly be around consent versus unwise decision making and can be very challenging.</p> <p>They will need to demonstrate the Adult Safeguarding policy is adhered to be clear re accountability and responsibility, escalating any concerns as soon as possible to senior management.</p>
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Oversight of Practice	<p>Quality assurance and ensuring effective working practices are in place, on the spot case supervision and quality individual reflective supervision.</p> <p>Monitoring and designing inductions for new staff, tailored to the individual and following through Probation programme and setting achievable SMART goals with the worker.</p> <p>Consultant practitioners are mentors and coaches in terms of practice and assist in ensuring that operational standards are upheld. They need to be clear about policies and legal frameworks in terms of practice as staff performance is part of their remit.</p> <p>To maximise effective and efficient use of resources in line with outcome focused assessments.</p>
Carrying Limited Caseload	<p>Consultant Practitioners may hold a few very complex or high profile referrals or co-work these with other team members</p>
Authorising Assessments etc	<p>To promote a model of self-directed support for individuals and carers. Positively challenging practice and promoting effective use of resources.</p> <p>Ensure compliance with all legal frameworks and localised policies and guidelines.</p>
Supervision of Staff	<p>To promote and facilitate the expertise and knowledge with colleagues positively and assist with team and individual development.</p> <p>Highlighting training needs and change in service delivery.</p>

3. Role of Social Workers in Teams

Key Activities	<p>To facilitate and support individuals to complete a strength based approach care needs assessment.</p> <p>To ensure early intervention and signposting through universal community services to encourage independence and wellbeing.</p>
Key Competencies	<p>Knowledge of and competency in Social Work Theory, practice and values, the Care Act, Mental Capacity Act and Best interest legislation.</p> <p>Being aware of and acting under any other current, relevant legal frameworks or guidelines.</p> <p>Show clear understanding of Safeguarding and Making Safeguarding personal</p>

	Identifying and working with Continuing Health care Proficient IT skills
Key Outcomes	<p>To promote person centred working and support autonomy in decision making when the individual has capacity. To ensure that all decisions are made in the persons best interest when they do not have capacity. Clearly identify and evidence this thought process and communication re how this was established.</p> <p>To hold a case load to a level of complexity and provide case management guidance support to social care staff and students when required.</p> <p>Ability to work effectively under pressure</p> <p>To be able to thrive in a complex and demanding environment</p> <p>Apply policies , procedures, code of conduct and good practice emphasising professionalism at all times</p>

4. Role of Social Care Officer in Teams

Key Activities	<p>To facilitate and support individuals to complete a strength based approach care needs assessment.</p> <p>To ensure early intervention and signposting through universal community services to encourage independence and wellbeing.</p>
Key Competencies	<p>To undertake a holistic needs assessment including risk assessment in line with Care Act.</p> <p>Knowledge and understanding of Adult Social Care legislation</p> <p>To ensure robust reviews of care after six weeks to assist in promoting independence.</p> <p>Should be able to communicate with a range of individuals with a variety of needs. Maintain and promote communication with partner agencies.</p> <p>Practice in a way that safeguards adults</p> <p>Computer literate and able to write concise reports/case notes.</p>
Key Outcomes	<p>Able to prioritise, manage their own case load and be accountable for the work they undertake.</p> <p>Ability to work effectively under pressure</p> <p>To be able to thrive in a complex and demanding environment</p> <p>Ensuring appropriate and effective use of resources.</p>