

# Job description

Post title: Adult Social Care Social Worker  
Service area: Adult Social Care  
Expected grade: SO2 – PO3  
Reports to: Senior Practitioner / Team manager  
Your team: various  
Number of supervisees: Potential line management of 1-2 staff

## Our ambition

We're determined to make Islington fairer. To create a place where everyone, whatever their background, has the opportunity to reach their potential and enjoy a good quality of life.

We also have an ambitious goal – to be the best council in the country – with every employee clear about the part they play and inspired, focused and supported to give their very best.

We want to build an organisation where employees feel valued, inspired and empowered to help us achieve our goals and provide the best services possible to our residents.

## Our values and behaviours

'Be Islington' is about setting a clear challenge about what it means to be an Islington employee and sets the standard for every new recruit.

We ask our employees to 'Be Islington' – playing their part in working together for a fairer borough and to always be collaborative, be ambitious, be resourceful, and be empowering ('CARE'). 'Be Islington' is about setting a clear challenge about what it means to be an Islington employee and sets the standard for every new recruit.

In this crucial team, the following specific behaviours will enable our staff to deliver the strength based approach we're committed to for our residents;

- Being solution and resolution focussed
- Being flexible
- Seeing the Big Picture
- Changing and Improving
- Making Effective Decisions
- Communicating and Influencing
- Working Together
- Developing Self and Others
- Managing a Quality Service
- Delivering at pace
- Listening to and working with local people

We have highlighted in the person specification key behaviours that underpin each criteria.

# Our commitment to challenging inequality

We are committed to tackling inequality, racism and injustice and creating a fairer borough for all. In order to do this, we need to set the example by being a fair employer and creating a workplace environment, which is free from discrimination, racism and inequality. Our approach needs to be proactive, consistently learning to create a fairer workplace and foster a culture, which empowers all staff to challenge inequality.

Fairness is at the heart of what we do. We want to celebrate and embrace our differences by:

- Ensuring all levels of our workforce is representative of the people we work on behalf of, our residents
- Creating equitable working environments and diverse teams
- Understanding our residents in order to design and deliver services that help tackle inequality and improve life chances for our residents
- Getting to know people and their differences
- Interpreting issues and concerns from a cultural perspective and address situations or problems from the points-of-view of multiple cultures
- Supporting people with long-term health conditions and/or disabilities
- Recognising the value of flexible working to support staff where possible

## The ASC Vision

All of our work in Islington Adult Social Care helps create an energetic, passionate community where people and families feel safe, valued, have a sense of belonging, are connected to their community and feel supported to live the lives they choose. Social justice, fairness and equality drive us.

Our vision for the future is clear. We want to continue this work and build on it, to level the playing field, enhance resilience and empower people to thrive. We believe Islington could and should be recognised throughout the UK for the ability to listen, understand, lead and act on what is important to our residents, staff and partners as we spot opportunities, appreciate and empower each other.

We need to maximise independence, manage demand and balance the budget. We are closely aligned with Fairer Together and the Challenging Inequalities, Racism and Injustice Programme, working collaboratively with residents who use services, staff and partners to make Islington a fairer place to live and work.

## Our Co-Produced Principles

We have worked with our staff, service users and carers to develop a set of principles that will help us plan our work to improve our services and support Islington residents to lead healthy, independent lives.

We know that the principles will mean different things to different people and we will review them over time. However, they give us a clear understanding of some of the ways of working that we need to focus on to help us make changes and improvements that the people who use our services and their carers think are most important. This is really important in helping us make the best use of the resources we have

We will:

1. Listen to you and involve you in what we do and how we do it
2. Work with you to strengthen your sense of safety, wellbeing and belonging
3. Be clear about the choices you have and the support available to you
4. Offer the right support at the right time, based on your strengths and what's most important to you
5. Improve the quality and consistency of services and celebrate success
6. Help our residents to connect with voluntary and community groups and to continue supporting and learning from each other

## Primary job function

As a Social Worker you will be carrying out the full spectrum of statutory responsibilities under the Care Act, Mental Capacity Act and other related law and policy. You will be expected to carry out your role in a strengths based way, to a high quality, and always seeking to reflect on and continually improve your practice. You will be fully committed to working in partnership with residents, carers, community-based organisations and other key professionals involved in enabling people to be as independent as they possibly can.

You will have a comprehensive understanding of the impact a well-functioning resident facing team will have on people in need of care and support and their carer's, as well as the council and adult social care department as a whole, in contributing towards maximising people's independence and managing the demand on council services. In your social work practice you will prioritise delaying and preventing need for social care intervention by having strengths based conversations with people, taking a relationship based and person-centred approach so that all informal sources of support are made best use of and people can continue living life in the way that they wish.

You will be a core member of a multi-disciplinary team of social workers, occupational therapists, case managers and support workers/advisers. The team is extremely fast paced and sits at the heart of Council's corporate customer centre to deliver positive outcomes for residents with adult social care needs.

The post holder will be part of a wider Adult Social Care team, further detail of the teams can be found in the Target Operating Model.

# Key responsibilities

## Leadership

1. To contribute to positive cultural change, embodying and promoting the values and behaviours of the council and supporting and empowering colleagues, service users and carers to reach their full potential.
2. Promote and model a collaborative and strengths based way of working at all times with service users, carers, colleagues, providers and other colleagues

## Resources and Financial Management

3. Ensure that any commissioned packages are cost effective, innovative, using strength-based practice values and focussed on recovery
4. Ensure at all times, that use of resources is linked to clear impact and measurable outcomes for service users, and that the need for support is kept under continual review and changed appropriately
5. Comply with all resource and finance governance processes, cost controls and income maximisation in an ever changing environment, fluctuating demands and priorities.

## Compliance

6. Identifying and assessing mental capacity during work with service users, undertaking Mental Capacity Assessments and Best Interest reports, making legal referrals and ensuring legal processes are followed in respect of Court of Protection.
7. To ensure all work undertaken with people, carers and others is recorded accurately and in a timely manner, using information technology systems to carry out duties in the most efficient and effective manner.
8. At all times to carry out responsibilities/duties within the framework of the Council's Dignity for all Policy. (Equal Opportunities Policy).
9. Ensure legal, regulatory and policy compliance under GDPR, Health and Safety and in area of your specialism identifying opportunities and risks and escalating where appropriate.
10. Adhere to the standards of conduct, performance and ethics of Social Work England.

## Service Delivery

11. Deliver strengths based quality conversations, signposting and early intervention and prevention which enable our residents to lead healthy independent lives outside of formal adult social care wherever possible
12. Maintain a comprehensive knowledge of and proactively build links with all resources available to support people in a strengths based way, such as community organisations, assistive technology, equipment, provider services, information and advice
13. Work in a multi-disciplinary team alongside adult social care and corporate colleagues
14. To undertake carers and service user's assessments, reviews and support plans either combined or separate to ensure needs are met, recording clearly as outlined by the Care Act.
15. Supporting service users and carers to undertake self-assessments as appropriate and to access direct payments.
16. Participate in duty rotas as required, screening referrals and dealing with urgent/emergency visits/assessments.
17. Directly providing social care interventions to address service user's needs where appropriate.
18. Working in a think family approach, working and supporting families as a whole network where identified. Making referrals as necessary to children's social care services when children in need or child protection issues are identified.
19. To take responsibility for promoting and safeguarding the welfare of those you are working with, identifying and undertaking safeguarding concerns, enquiries and develop safeguarding plans and reviews within appropriate timescales, using a Making Safeguarding Personal Approach.
20. To participate in Team and Departmental quality assurance programmes and contribute to audits when directed, sharing results and comply with action plans to improve the service.
21. To be committed to the Council's CARE values and ASC principles to demonstrate this commitment in the way duties are carried out.

## Team and Supervision

22. Attendance at meetings, case reviews, conferences, working parties and training when directed, bring written or verbal reports and updates in line with good practice and policy, including giving evidence at Case Reviews and Court Hearings as required.
23. To work alongside and build close links with legal, housing and other relevant teams to support complex and vulnerable service users, responding in a timely manner for information and reports.
24. To achieve agreed service outcomes and outputs, and personal development targets, as agreed with your supervisor.
25. To undertake training and constructively take part in meetings, supervision, seminars and other events designed to improve communication and assist with the effective development of the post and post holder.
26. To undertake duties as directed by Service Lead or any other senior as directed and as service demands.

## Work style

Islington Adult Social Care is committed to agile working and helping our people balance work and home life whilst delivering excellent services to our residents. Agile working and accountability go hand in hand. We expect everybody to take responsibility for ensuring their work is completed on time and to high standards.

## Linked Grade

**At PO1 grade, as well as delivering all aspects of the core role, the post holder would also be expected to:**

### PO1

- Social workers working at the end of their first year of employment carrying a full case load with standard levels of supervision (every 4-6 weeks) completing assessments of need independently.
- Carry a full case load including dealing with more complex situations/cases
- Play an active role as professional member of multi-disciplinary teams and networks
- Associated Social Work Professional Capability Framework level descriptor – Social Worker

### PO2

- Play an active role in the development of projects and groups as required.
- Becoming increasingly self-directed in managing workload and decision making relating risk assessment and management.
- Taking a more active role in maintaining and developing up to date knowledge and skills through a variety of learning methods, sustaining a wide understanding of social work practice, social work law and broader safeguarding systems across local authority and other partners.
- Associated Social Work Professional Capability Framework level descriptor – Social Worker

### PO3

- Responsibility for the supervision of support workers, students, volunteers and where appropriate and/or NQSW's as the team demands and in discussion with Service Lead/supervisor.
- Undertaking post qualifying training and/or more specialist work for example Practice Education.
- In addition to participating in Team and Departmental quality assurance programmes and contribute to audits when directed, to play more active role working with Senior Practitioner to implement action plans to improve the service.
- Associated Social Work Professional Capability Framework level descriptor – Social Worker/Experienced Social Worker

## Person specification

You should demonstrate on your application form how you meet the essential criteria. Please ensure that you address each of the criteria as this will be assessed to determine your suitability for the post.

# Essential criteria

## Qualifications

Essential criteria	Criteria description	Assessed by
1	Diploma or Degree in Social Work	Application
2	This post requires a commitment to maintaining registration with Continuing Professional Development (CPD) Social Work England	Application
3	Qualified Best Interest Assessor or willingness to undertake training	Application

## Experience

Essential criteria	Criteria description	Assessed by
4	Ability and experience of assessing needs of individuals referred for social care in line with statutory functions/responsibilities	Application/Interview
5	Experience of delivering services to people with differing and diverse needs in an urban Local Authority/Borough  Behaviours: Listening to and working with local people Seeing the bigger picture	Application/Interview
6	Experience of, awareness, understanding and commitment to the protection and safeguarding of young people and or vulnerable adults  Behaviours: Being solution and resolution focused Making effective decisions	Application/Interview
7	Experience of liaising effectively with stakeholders to deliver improved outcomes for residents  Behaviours: Working Together Communicating and influencing	Application/Interview



Essential criteria	Criteria description	Assessed by
4	Ability and experience of assessing needs of individuals referred for social care in line with statutory functions/responsibilities	Application/Interview
8	<p>Knowledge and experience of applying relevant legislation and guidance relating to the provision of services for adult client groups</p> <p>Behaviours: Seeing the big picture Changing and improving</p>	Application/Interview/Test

## Skills

Essential criteria	Criteria description	Assessed by
9	<p>Demonstrate an ability to undertake social work duties in a strengths based way, developing a relationship and rapport, understanding what is important to the person</p> <p>Behaviours: Listening to and working with local people Being solution and resolution focused</p>	Application/Interview
10	<p>Ability to undertake care and support planning, and to liaise and negotiate with a range of community organisations to promote strengths and independence</p> <p>Behaviours: Being solution and resolution focused Working together</p>	Application/Interview
11	<p>Ability to recognise safeguarding adult issues and to undertake enquiries using a Making Safeguarding Personal Approach</p> <p>Behaviours: Listening to and working with local people Making effective decisions</p>	Application/Interview
12	Ability to maintain up to date, comprehensive electronic case records, written documents and court reports and attend/chair case review meetings, conferences, training and give evidence at Court Hearings as required.	Application/Interview/Test

Essential criteria	Criteria description	Assessed by
	To participate in quality assurance, audit and service improvements.  Behaviours: Communicating and influencing Delivering at pace	
13	Ability to ensure support plans deliver improved outcomes whilst achieving value for money in line with organisational policies and procedures  Behaviours: Seeing the bigger picture Managing a quality service	Application/Interview
14	Experience of providing advice/support to other staff members  Behaviours: Working together Developing self and others	Application/Interview

## Special requirements of the post

Essential criteria	Criteria description	Assessed by
15	This role will require you to obtain an Enhanced satisfactory clearance from the Disclosure and Barring Service	Application
16	This post needs to meet the requirement of the Baseline Personal Security Standard	Application
17	This post is subject to the council's policy on pecuniary and personal interest	Application

## Our accreditations

Our accreditations include: the Healthy Workplace award, Timewise, London Living Wage Employer, Disability Confident Committed, The Mayor's Good Work Standard, Stonewall Diversity Champion, and Time to Change.

