

# Role Profile

## Part A - Grade & Structure Information

<b>Job Family Code</b>	<b>10SW</b>	<b>Role Title</b>	<b>Senior Social Care Practitioner</b>
<b>Grade</b>	PS10SC	<b>Reports to (role title)</b>	<b>Assistant Team Manager</b>
		<b>Directorate</b>	<b>Adult Social Care</b>
<b>JE Band</b>	371-438	<b>Service</b>	<b>Commissioning and Operations</b>
		<b>Team</b>	
		<b>Date Role Profile was created</b>	<b>Sep-16</b>

## Part B - Job Family Description

The below profile describes the general nature of work performed at this level as set out in the job family. It is not intended to be a detailed list of all duties and responsibilities which may be required. The role will be further defined by annual objectives, which will be developed with the role holder. The Council reserves the right to review and amend the job families on a regular basis.

<b>Role Purpose</b> including key outputs	<p>To provide a professional social care service to adults their families and carers living in Surrey in line with the requirements of the Care Act.</p> <p>To engage with individuals, families, groups and communities to assess and intervene and using professional judgement employ a range of interventions promoting choice, control and independence.</p> <p>At this level the role holder is more autonomous . They will demonstrate expert and effective practice in complex situations, assessing and managing higher levels of risk, striking a balance between support and control, liaising with a wide range of professionals, including more senior levels.</p> <p>The role holder will assist individuals, carers and families to develop support plans to meet the outcomes identified, using an asset based approach and family, friends and community options where appropriate and eligible needs are identified. They will actively encourage involvement and ownership of the support plan but to take a leadership role where appropriate, and will give clear explanation of the use of Direct Payments so that informed decisions can be made.</p> <p>The role holder will actively promote wellbeing and independence, to enable individuals and carers to retain or regain their skills and confidence and prevent or delay deterioration. They will engage effectively with families to facilitate contingency planning to anticipate complexity and changing circumstances.</p> <p>They will ensure that as part of the assessment NHS Continuous Healthcare is considered for all individuals, and ensure that independent advocacy services are sought when required to enable engagement in the assessment process. They will also comply with legislation to complete mental capacity assessments, best interest decisions and risk assessments when necessary ensuring transparency throughout.</p> <p>They will also assist with the duty/intake function of the team as required, providing immediate professional guidance on urgent issues, arranging immediate support to manage risk in line with a personalised approach and escalating issues of concern to more senior staff.</p>
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**Work Context**

Social work staff working in the Adult Social Care Directorate are based in either:

- A locality team linked to one of 11 district and boroughs, which provide community social work, occupational therapy services and social care support to the local community, or
- In one of 5 hospital teams providing 7 day 8.00am – 8.00pm social work and social care support to individuals carers and families involved in discharge from hospital or in specialist countywide teams e.g. Transition Team.

The role holder will be required and be able to work flexibly; you will be supported to do this with mobile IT equipment and hot desk facilities.

Surrey has both urban and rural areas and community based social workers will be required to have a valid driving licence to drive in the UK and access to a vehicle and be willing to travel across a wide geographical area.

Reasonable adjustments will be made for social care staff who have a disability to enable them to fulfil the requirements of the job.

Supervision will be provided.

**Line management responsibility**  
if applicable

No direct line management responsibility but will have supervisory skills and experience to be able to provide professional supervision to less experienced staff who are not employed as Social Workers or Occupational Therapists.

**Budget responsibility**  
if applicable

This post has no direct budget responsibility however the post holder may make recommendations for the provision of services in line with the budget determined according to the assessment of needs, and advise less experienced or unqualified colleagues on budget and the cost of services. By agreement some staff are given enhanced authority to make financial decisions subject to specific guidelines.

**Representative Accountabilities**  
Typical accountabilities in roles at this level in this job family

**Casework Management**

- Take professional responsibility for managing a complex caseload which will include individuals, children, carers and families who require support and guidance.
- Demonstrate confident and effective judgement about risk and accountability in decision-making and be able to sustain engagement with fluctuating circumstances and capacities, including where there is hostility and risk.

**Assessment and Review**

- Use assessment procedures discerningly in response to the presenting needs and to ensure that a proportionate assessment is completed in a way that enables maximum participation.
- Use professional judgement, employing a range of interventions: promoting independence, providing support and protection, taking preventative action and ensuring safety whilst balancing rights and risks.

**Safeguarding**

- Take the lead in managing positive interventions that prevent deterioration in health and wellbeing whilst safeguarding people at risk of abuse or neglect.
- Undertake assessment and planning for safeguarding in more complex cases, and support colleagues by utilising safeguarding skills, in line with current policies and procedures.

**Staff Development**

- Play a leading role in practice development, help promote and sustain a learning culture and mentor less experienced staff.
- Deliver formal professional reflective supervision and provide guidance and advice regarding casework to less experienced qualified staff.
- Where required, take the role of practice educator (or train as a practice educator) for students and the role of ASYE assessor and supervisor for newly qualified social workers in the team.
- As part of the supervision and appraisal process provide support with personal and professional development.

	<p>Data Quality</p> <ul style="list-style-type: none"> <li>• Take professional and personal responsibility for clear recording of analysis and judgements, maintaining up to date case work records on the database as required by Surrey County Council.</li> <li>• Take responsibility for working within the Directorate's data protection policies.</li> </ul> <p>Duties For All</p> <p>Values: To uphold the values and behaviours of the organisation.</p> <p>Equality &amp; Diversity: To work inclusively, with a diverse range of stakeholders and promote equality of opportunity.</p> <p>Health, safety and welfare: To maintain high standards of Health, Safety and Welfare at work and take reasonable care for the health and safety of themselves and others.</p>
<p><b>Education, Knowledge, Skills &amp; Abilities, Experience and Personal Characteristics</b></p>	<ul style="list-style-type: none"> <li>• Relevant professional qualification and Health and Care Professions Council registration where required.</li> <li>• In depth and up to date applied knowledge of relevant national and local policy, statutory guidance and legislation in relation to the provision of social care services.</li> <li>• Understanding of the principles of confidentiality and information governance and how these apply to social care.</li> <li>• Understanding of diversity and how it affects practice.</li> <li>• Ability to communicate appropriately and in a timely way with individuals, carers families, other professionals and team members which is clear, fluent, concise and jargon free and in a courteous calm and professional manner. This includes both verbal and written communication.</li> <li>• Ability to effectively engage with people in complex situations both short-term and building professional relationships over time.</li> <li>• Ability to engage in difficult conversations in challenging situations and with people who may be resistant.</li> <li>• Ability to routinely explain professional reasoning, judgements and decisions made and record these in a clear concise way.</li> <li>• Ability to make skilled professional judgement for interventions including in crises and in response to challenge.</li> <li>• Ability to understand and take account of differentials in power, and use authority appropriately.</li> <li>• Ability to develop partnership relationships in order to work effectively in a multi-agency and multi-disciplinary environment, demonstrating mutual professional regard and a collaborative approach to person centred working.</li> <li>• Competent in the use of basic IT skills.</li> <li>• Competent use of basic numeracy skills and the ability to contribute to monitoring discussions regarding the use of budgets and resources.</li> <li>• Experience of providing professional reflective supervision.</li> </ul>

**Details of the specific qualifications and/or experience if required for the role in line with the above description**

- Recognised nursing or other Allied Health Professions Qualification.
- Significant (generally 3 years) post qualification professional experience working in a social care or community focussed multi-disciplinary setting that provides care, support and advice to meet peoples social care needs, including working alongside qualified Social Work staff.
- Significant experience (at least 1 year of supervising more than 1 supervisee) of providing effective reflective supervision to less experienced staff who are not employed as Social Workers or Occupational Therapists.
- Detailed knowledge of social care processes and responsibilities in line with personalisation, self directed support and person centred planning.
- Knowledge of a range of theories and models for intervention with individuals, families, groups and communities and the methods derived from them.
- A detailed and applied knowledge of continuing health care.
- A detailed knowledge of the forms of harm and their impact on people and the implications for practice.
- Proven ability to effectively communicate, with compassion and authority, in challenging situations and with resistant individuals.
- Have a developed range of intervention methods and be able to evaluate their effectiveness in practice and be able to make timely decisions when positive change is not happening.
- Ability to chair a range of meetings and offer expert support at case meetings.
- Ability to offer expert opinion in the team and to other professionals and organisations.
- Experience of undertaking safeguarding enquiries, and of completing mental capacity assessments and best interest decisions under the Mental Capacity Act.
- Ability to demonstrate and promote appropriate information sharing and routinely explain professional reasoning, judgements and decisions.

**Role Summary**

Roles at this level provide a professional social work, occupational therapy and other support to individuals, children their families and carers living in Surrey in line with the requirements of current, relevant, national legislation and local policies and procedures. Using professional judgement employ a range of interventions promoting choice, control and independence. They demonstrate expert and effective practice in complex situations, assessing and managing higher levels of risk, striking a balance between support and control, liaising with a wide range of professionals, including more senior levels.