

## Job Description

Management Grouping:	Children's Services
Department:	Kinship
Job Title:	Social Worker
Duration:	3 years

### Main Purpose of the Job

The role focuses on promoting stability, safety, and positive outcomes for children within kinship arrangements, while providing guidance and support to carers. The role focuses on strengthening relationships, promoting stability, and improving outcomes for children by offering practical, emotional, and therapeutic support to kinship families and those families whose children may be at risk of coming into care. Working alongside a multidisciplinary kinship team, you'll contribute to family network support plans as part of the kinship zones pilot, providing practical and emotional support to children and families and contributing to improving outcomes for children in the care of their families. You will be responsible for liaising with partner agencies and removing barriers for families accessing services.

### Major Duties and Responsibilities

- Build positive, trusting relationships with kinship carers and the children in their care, helping them express their needs, understand their options, and take part in planning their support.
- Provide practical support, advice, and guidance to carers as identified within family network support plans.
- Work closely with colleagues across Children's Social Care and with external partner agencies to provide children and their carers with support as identified within the family network support plans.
- Working with colleagues in early help as part of prevention in the family hubs serving communities
- Contribute to the development of creative systems that serve to support kinship carers and foster a sense of community.
- Support a team of social work assistants in providing effective and targeted intervention to families.
- Build relationships across children's services in order to ensure the successful implementation and delivery of family network support packages.
- Keep clear, accurate case notes and records; write reports when needed; and provide factual information for court if required.

### Job Activities

- Direct work with children to understand their lived experience.
- Life story work.
- Supporting complex family dynamics within kinship care arrangements.
- Supporting families whose children are at risk of coming into care.

- Attend Family Network Meetings and/or Family Group Conferences assisting with considering family network support plans.
- Providing support and advice to families in respect of family time arrangements.
- Work in line with the service's values, policies, and guidance, including safeguarding, equality, and health and safety.
- Help plan and deliver support groups, training sessions, and workshops for kinship carers.
- Promote peer support networks and help families access community resources.
- Identify kinship arrangements in the community.
- Contribute to events and activities that strengthen kinship families' resilience and wellbeing.
- Maintain accurate records and complete written work in line with service expectations.
- Work flexibly, including occasional evenings or weekends, to meet the needs of children, families, and carers.
- Carry out any other reasonable duties that support the aims of the Kinship Zones Pilot.

## Person Specification

All applicants will be assessed against the following criteria of the Knowledge and Skills Statement for Child and Family Social Work using these performance indicators throughout the recruitment process.

E = Essential

D = Desirable A = Application

I = Interview

T = Test

Selection Criteria	Council Value	Level of Need	How Assessed
<p>Candidates should be able to demonstrate experience and capabilities in the following areas:</p> <p><b><u>Relationships and Effective Direct Work</u></b></p> <p>Experience working collaboratively, cooperatively, and respectfully with multi-agency partners and families, especially within diverse communities.</p> <p>Experience using creative means of engaging children and families according to their age, level of cognitive development, and their ability to communicate and understand (ie: words and pictures, games or activities, using interpreters).</p> <p><b><u>Communication</u></b></p> <p>Experience writing sensitive reports and case notes.</p> <p>Experience managing your own cases and workload in an organised manner.</p> <p>Have a proficient ability to speak, write, and read in English, with confidence and accuracy, whilst using the right kind of vocabulary appropriate to a given situation without a great deal of hesitation.</p> <p>Ability to listen to our children and families, understand their needs, and respond clearly even in complex situations.</p> <p><b><u>Child Development</u></b></p> <p>Experience working with children and families prior to obtaining a social work qualification (ie: nursery, school, family support worker)</p> <p>Knowledge of child development and what are typical age related physical, cognitive, social, emotional and behavioural expectations for children and young people and how health, environmental, or genetic factors can influence them.</p> <p><b><u>Adult Mental Ill Health, Substance Misuse</u></b></p>	<p>Collaboration, Open &amp; Accessible</p> <p>Collaboration, Open &amp; Accessible</p> <p>Listen &amp; Respond</p> <p>Leadership</p> <p>Listen &amp; Respond,</p> <p>Listen &amp; Respond</p> <p>Impact</p> <p>Listen &amp; Respond, Impact</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>D</p> <p>E</p>	<p>AI</p> <p>AI</p> <p>AIT</p> <p>AIT</p> <p>AIT</p> <p>AIT</p> <p>AI</p> <p>AI</p>

Selection Criteria	Council Value	Level of Need	How Assessed
<b><u>Domestic Abuse, Physical Ill Health &amp; Disability</u></b>			
Experience working with and understanding the impact of adult mental ill health, substance misuse, domestic abuse and physical ill health or disability can impact a parent's capacity to care for their child.	Listen & Respond, Impact, Open & Accessible	D	AIT
Ability to help identify support from professionals and within the family network that help parents facing these issues, and for young carers helping to support them.	Listen & Respond, Collaboration, Impact	E	AIT
<b><u>Abuse and Neglect of Children</u></b>			
Experience working in a statutory child protection role (ie: child in need child protection, children with disabilities, children looked after).	Innovation, Leadership, Impact	E	AI
Experience working with and supporting children and young people who have experienced physical, sexual, emotional abuse and neglect.	Innovation, Leadership, Impact	D	AIT
<b><u>Assessment</u></b>			
Experience of undertaking Form F and Host and Support assessments and/or Initial Assessments.	Innovation, Collaboration	D	AIT
Experience undertaking holistic assessments of children and their families using the assessment framework (triangle) for children in need.	Innovation, Impact	D	I
Experience undertaking assessments of significant risk factors that are posed to children or yourself, and developing safety plans to reduce those risks.	Innovation, Impact	D	AIT
<b><u>Analysis, Decision Making, Planning &amp; Review</u></b>			
Experience with formulating a professional analysis from holistic assessments and making clear plans with involved family members and professionals to help improve the safety and wellbeing of children.	Leadership, Collaboration, Listen & Respond	E	AI
Experience using a Signs of Safety approach to using a strengths bases analysis that takes account of both strengths, signs of safety, and areas of risk and concern for children.	Listen & Respond, Open & Accessible	D	I
Experience using a solution focused approach to making plans that are clear to children and families and focus on a positive outcome for the child and not just the absence of the problem.	Open &		

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<p><b><u>The Law &amp; the Family &amp; Youth Justice Systems</u></b></p> <p>The Fostering National Minimum Standards, The Fostering Regulations, The Care Planning Placement and Case Review Regulations (2010) and National Minimum Standards for Foster Carers.</p> <p>Working knowledge of the Children Act 1989, Working Together and related statutory guidance governing child protection procedures.</p> <p>Takes initiative to research and explore relevant local policies or guidance related to working with children and families in a variety of contexts (ie: female genital mutilation, child sexual exploitation, unaccompanied minors and asylum seeking children).</p> <p>Understand the importance of keeping information confidential, securely stored, used and communicated in accordance with the Data Protection Act 1998.</p>	Accessible, Impact	D	AIT
	Leadership, Impact	E	AIT
	Leadership, Impact	E	I
	Innovation, Leadership, Impact	E	AI
	Leadership, Impact	D	AI
<p><b><u>The Role of Supervision</u></b></p> <p>Experience of being jointly responsible, with the line manager, for participating in and arranging regular supervision to update on case work, review progress on children's plans, agree decisions, and critically reflect on practice.</p> <p>Demonstrates the ability to be jointly responsible, with the line manager, for recognising learning development needs and identifying training or learning opportunities to enhance professional knowledge and skills.</p> <p><b><u>Organisational Context</u></b></p> <p>Possess a relevant social work qualification (ie: DipSW or CQSW or degree in social work).</p> <p>Are registered with the professional regulator for social work (Social Work England).</p> <p>Have a good understanding of and ability to use IT systems, such as case recording systems (ie: Liquid Logic), word processing (ie: Microsoft Word), Email and Calendars (ie: Microsoft Outlook), Internet search engines (ie: Google or Bing), computers, mobile phones, and secure remote working systems</p>	Leadership, Impact	E	AI
	Leadership, Listen & Respond, Impact	E	I
	Leadership, Open & Accessible, Impact	E	I
	Leadership	E	AI
	Leadership	E	AI

Selection Criteria	Council Value	Level of Need	How Assessed
(ie: Wifi, Citrix or Cisco VPN systems).	Innovation, Impact	E	AIT

This position is exempt from the main provisions of the Rehabilitation of Offenders Act 1974. This means the Act permits the disclosure of any “spent” or “unspent” convictions, cautions or reprimands that are not “protected” as defined under the Exceptions Order 1975 (2013). This is due to this position is working with vulnerable children and adults and is thus deemed a “regulated activity” as defined by the Safeguarding Vulnerable Groups Act 2006 and the Protection of Freedoms Act 2012. This means checks will also be made against barring lists related to working with vulnerable children and adults.

We recognise the contribution that ex-offenders can make as employees and volunteers and welcome applications from them. A person’s criminal record will not, in itself, prohibit that person from being appointed to this post. Any information given will be treated in the strictest confidence. Suitable applicants will not be refused posts because of offences which are not relevant to, and do not place them at or make them a risk in, the role for which they are applying.

All cases will be examined on an individual basis and will take the following into consideration:

- Whether the conviction is relevant to the position applied for.
- The seriousness of any offence revealed.
- The age of the applicant at the time of the offence(s).
- The length of time since the offence(s) occurred.
- Whether the applicant has a pattern of offending behaviour.
- The circumstances surrounding the offence(s), and the explanation(s) offered by the person concerned.
- Whether the applicant's circumstances have changed since the offending behaviour.

We will not undertake a DBS check unless an offer of employment is made. It is important that applicants understand that failure to disclose any convictions, cautions, reprimands or final warnings that are not “protected” could result in withdrawing an employment offer, or later disciplinary proceedings or dismissal. For further information on which disclosures are considered “protected” and thus may be “filtered” from a disclosure, please visit <https://www.gov.uk/government/publications/dbs-filtering-guidance/dbs-filtering-guide>