

JOB DESCRIPTION

Job Title	Social Worker
Directorate	Adult Social Care and Public Health.
Division	Community Mental Health Services
Service	Bi Borough Older Adults Service- RBKC Older Adult Mental Health Social Work Team.
Grade	F

DBS Check Required	Enhanced with Adults Barred List
Justification for DBS	Regulated Activity with Adults
Politically Restricted	No

Responsible to:	Team Manager /Senior Social Worker
Employees directly supervised (if applicable):	None
Family Tree (job titles only, no employee names)	
 RBKC Proposed Structure Mar23.pdf	

1. JOB PURPOSE:

- To provide a statutory social work service under the Care Act by providing an assessment service to older people with complex mental and physical health problems, including case management, safeguarding adults and initial preventative work.
- To recognise the importance of civil liberties and adults' entitlements under the law, and balance them with the relevant provisions under the Mental Health Act, Care Act and other applicable legislations.

2. DESCRIPTION OF DUTIES:

Main duties of a mental health social worker in teams

- To undertake assessment of needs and risk assessments under the Care Act and where relevant under other legislations, working with older service users to establish eligibility, generate care and support plans, including crisis support plans and personal budgets, and to take part in reviewing these.
- To identify carers and to offer statutory Carers Assessments under the Care Act; and to review Carers Support Plans in line with statutory requirements.
- To identify Adult Safeguarding and Child Safeguarding issues and to implement procedures as required. This may include key duties under both of these procedures, i.e. as Lead Enquiry Officer, investigating and managing if appropriate.
- To maintain relevant up to date records of all work undertaken in accordance with Local Authority policy and procedure, including data entry on all relevant IT systems of the Local Authority.
- To attend and use supervision sessions with line manager effectively, in relation to workload management, professional and personal development.
- To keep abreast of legislations, and both government and departmental policies and procedures.
- To attend local social work forums: this may include AMHP forums or departmental specific forums related to the social work role.
- To attend and contribute effectively to Social Work and multi-disciplinary team meetings, ward rounds, liaison groups, case reviews and other appropriate meetings, as indicated in the Memorandum of Understanding.

If you are applying for this post and are an AMHP in the Borough, you would be expected to undertake statutory duties under the Mental Health Act 1983 and contribute towards the borough's duty system of managing Mental Health Act requests, referrals and assessments and in order to meet service demands.

SELECTION CRITERIA/PERSON SPECIFICATION

Job Title:

Social Worker

Conditions to Note:

Candidates:

When completing your application form, please address your answers directly to each of the selection criteria below. This enables the panel to assess your ability to meet each criterion. It is essential that you give at least one example of your ability to meet each of the four Values and Behaviours: Putting Communities First, Respect, Integrity and Working Together.

Recruiting Managers:

The following values and behaviours are essential criteria in each post and must be addressed directly by candidates. The Guidance Notes on values and behaviours for managers give example questions to probe candidates in the interview and application stages of the recruitment process.

Values & Behaviours

The Royal Borough of Kensington and Chelsea has identified four key behaviours and values that should be demonstrated by all council employees. Successful candidates will show the ability to meet these behaviours.

A	Equal Opportunities Demonstrate an understanding of and commitment to Council policies in relation to Equal Opportunity, Customer Care and service delivery, and the ability to implement these policies in the workplace.
B	Qualifications Essential: • Social Work Degree or equivalent • Social Work England Registered social worker • Approved Mental Health Professional /Best Interest Assessor or Practice Assessor qualification or prepared to train when management agrees readiness to enrol.
C	Skills; Experience and Attitude • Experience of working with adult service users with Mental Health problems, from diverse ethnic and cultural groups. • Post qualified experience of working with people with severe and enduring mental health problems and their carers. • Demonstrable knowledge and understanding of the Department's statutory responsibilities, including child and adult protection procedures

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| | <ul style="list-style-type: none"> • Practical application of the knowledge and understanding of current legislation and guidance, including Mental Health Act 1983, Care Act 2014, Mental Capacity Act 2005, and Children's Act 1989. • Experience of working with multi-disciplinary professionals both statutory and non-statutory • Demonstrable experience to apply the principles of equal opportunities to the duties of the post. • Willingness to keep abreast of new developments and practice issues. • Be able to communicate clearly and effectively, in writing and verbally, with service users, carers and other professionals. • To establish and maintain effective working relationships with multidisciplinary teams and other external agencies. • Be able to work effectively in a potentially stressful environment and prioritise workload. • Evidence to reflect on and evaluate one's own practice and accept constructive criticism. • Experience of being flexible in one's working practice and readiness to occasionally extend their working day if required. • Able to demonstrate that service users are treated with respect and dignity, adopting a culturally sensitive approach which considers the needs of the whole person. • Able to teach, mentor and assess junior staff and learners. • Evidence of using high standard IT skills to maintain accurate record keeping on the electronic data base used in the borough |
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Our Values & Behaviours	
D	PUTTING COMMUNITIES FIRST • We put local people at the heart of decision making in everything we do. • We seek to include and involve: all voices matter. • We provide quality services that are responsive, effective, and efficient. The following examples are indicators of effective behaviour: • I actively involve and include the communities that I serve in my work. • I shall reflect the views of the communities in my daily work. • I shall improve the service I provide through seeking feedback from others. Our residents will feel that: • I have been included • I can see how my views have been considered • I can see improvements and developments based on my input
E	RESPECT • We listen to everyone and value the personal experiences of people in our communities and of each other. • We adopt a fair and involving approach regardless of any way in which an individual is different to us. The following examples are indicators of effective behaviour: • I adapt my approach to take account of all differences and cultures in the community and with colleagues. • I ensure I am equitable and fair by including those who are quiet or may not be able to represent themselves. • I communicate in a way that is respectful, encourages involvement and meets people's needs. Our residents will feel that: • I feel my culture and background are respected. • I have confidence that action is being taken. • I feel I am being treated fairly.
	INTEGRITY

F	• We act with openness, honesty, compassion, responsibility, and humility. • We let people know what we are doing and communicate why and how decisions have been made. The following examples are indicators of effective behaviour: • I demonstrate empathy in my interactions with others. • I am honest and transparent about the decisions I take. • I follow through on the actions I say I will take and take ownership for communicating the outcome. Our residents will feel that: • I am told when something is not possible, and the reasons why are explained to me. • I feel my perspective is listened to and understood. • I feel my views are valued
G	WORKING TOGETHER • We work together and in partnership with everyone that has an impact on the lives of our residents. • We want to understand, learn from each other, and continually adapt. The following examples are indicators of effective behaviour: • I work with others to provide an effective service for residents, local communities, and other departments within the Council. • I seek ways to work with other departments to deliver a seamless service and find opportunities to improve. • I seek out opportunities to learn from my colleagues and build on good practice. Our residents will feel that: • I can get my issue resolved without being passed around departments. • I find it easy to access the services that I need. • I feel the Council is open to new ideas.