



Job Description

make the right move - join us



St. Helens Council

Post: Social Worker

Post Number:

Department: People's Services

Grade: SCP 29 - 31

Responsible to:

Purpose of the Post: To manage a protected caseload within a framework of supervision, including the referral, assessment, planning, implementation and evaluation of appropriate action to ensure that resources are utilised effectively to safeguard and promote the welfare of children, families and carers. To work in accordance with statutory, organisational and local multi agency arrangements

Duties and Responsibilities:

Within the relevant context of the role (with others, within statutory, organisational and multi-agency systems and in partnership with children, young people and their families and carers) carry out the following tasks.

1. To promote the welfare and safeguarding of children, young people and their families in St Helens.
2. To carry out timely assessments on children, young people and families in accordance with the Framework of Assessment and Working Together guidance.
3. Ensure assessments and planning for children and young people actively promote the participation and engagement of all relevant agencies, the child/young person and their family.
4. Prepare/facilitate care plans for children and young people which take account of their views and wishes in the implementation of these care plans.
5. Assess the needs of children and young people who require social work services, including the identification of risk and the need for protection. To develop, coordinate and delivery multi-agency plans to meet assessed needs and to review these plans to ensure they continue to meet assessed needs.
6. Undertake social work with families in order to reduce the need for care or accommodation, and a range of community care and safeguarding assessments in accordance with relevant statutory requirements, identifying risks and appropriate support plans.



Job Description

make the right move - join us



St. Helens Council

7. To participate in developmental activities as may be required to promote improvement of service or the use of resources.
8. To accurately record, critically analyse and keep up to date information using the appropriate IT systems in accordance with the Departments recording policy. To produce relevant reports, including court statements to a high standard, as required.
9. Create and maintain effective relationships with children, young people, their parents, families and carers to ensure the diverse needs are identified, met and regularly reviewed.
10. To comply with all the council's financial regulations.
11. To fully participate in supervisory processes and training opportunities for the purpose of improving practice and consolidating professional development.
12. Plan, review and organise workload to ensure deadlines are met and appropriate actions taken in a timely manner and manage conflicting priorities within your caseload, in conjunction with line manager.
13. Develop own abilities and decision making in conjunction with Team Manager.
14. Commitment to completing ASYE accreditation programme and other relevant training.
15. Fully participate in the day to day responsibilities of the team commensurate with your role.
16. To comply with the Council's Health and Safety Policy and associated safe working procedures and guidelines.
17. To comply with the Council's Comprehensive Equality Policy and to ensure that it is implemented within the service area of the post.
18. To comply with the Council's Information Management Framework (including the Data Protection Policy, Code of Practice and Social Media Policy)

This post is subject to Disclosure.

This post is not Politically Restricted in accordance with the Local Government and Housing Act 1989 (as amended).

The details contained within this job description reflect the content of the job at the date it was prepared. However, it is inevitable that over time, the nature of the job may change. Existing duties may no longer be required and other duties may be gained without changing the general nature of the post or the level of responsibility entailed. Consequently, the Council will expect to revise this job description from time to time and will consult the post holder at the appropriate time.



Job Description

make the right move - join us



St. Helens Council

Date Prepared: May 2010

Date Updated: December 2014

Date Updated: April 2016

Date Updated: February 2017

Date updated: April 2018