

**Manchester City Council
Role Profile**

**Senior Social Worker (Integrated Neighbourhood team), Grade 8
Adults' Social Work, Children and Families Directorate
Reports to: Team Manager
Job Family: People Care and Support Direct**

Key Role Descriptors:

The role holder will work to provide direct support for individuals and families in accordance with statutory responsibilities and local and national policies and procedures, effectively identifying cases and/or managing a caseload in order to secure positive outcomes for Manchester residents.

The role holder will lead the effective development of partnership approaches in order to safeguard individuals through the effective management of safeguarding risk and the recording and sharing of information.

The role holder will ensure that through effective advice, planning and support and the utilisation of 'joined up' approaches, individuals are able to access services appropriate for their identified needs.

The role holder will support the leadership of the team and service through the provision of advice to colleagues, contributing to the ongoing development of staff, students and trainees.

Key Role Accountabilities:

Be responsible for carrying out social work duties, including care co-ordination, in relation to the most complex cases requiring the highest levels of skills, knowledge and professional expertise.

Undertake a key role in cooperation with partners and stakeholders to ensure safeguarding processes and procedures are in place to protect individuals. Identify, challenge and develop solutions to any possible safeguarding risks for vulnerable residents of the city.

Work in conjunction with and provide consultation to partner agencies to deliver effective planning to ensure positive outcomes for vulnerable residents of Manchester. This will include representing the City Council at a range of meetings, proceedings and reviews as required.

Actively engage in team and service development including the promotion of innovative and new ideas and techniques to improve service performance and outcomes.

Efficiently prepare and produce high quality documentation and reports and contribute to effective data recording in accordance with statutory accountabilities and timescales to improve outcomes and the safeguarding of individuals.

Proactively establish, develop and maintain relationships with partner agencies and stakeholders to provide individuals with the opportunity to access suitable services which will assist them in achieving their agreed goals.

Through personal example, open commitment and clear action, ensure diversity is positively valued, resulting in equal access and treatment in employment, service delivery and communications.

Where the roleholder is disabled every effort will be made to supply all necessary aids, adaptations or equipment to allow them to carry out all the duties of the role. If, however, a certain task proves to be unachievable, job redesign will be given full consideration.

Role Portfolio:

The role holder will provide professional oversight and supervision in difficult and complex situations to a group of professionally qualified Social Workers, care assessors, and other staff, ensuring that necessary legal, policy and ethical imperatives are maintained in working with customers of the service.

The role holder will support the leadership of the Team Manager providing a consistent and effective service in complex individual and family situations, maintaining good working relationships within the team, with other Council services and with a range of external partners.

The role holder will be responsible for the safe delivery of social care, ensuring the effective discharge of statutory responsibilities and the provision of a high quality standard of service. The role holder will manage safeguarding risk effectively, working within a multi-agency environment to provide a professional social work service.

Key Responsibilities will include:

Providing professional supervision to qualified and unqualified staff

Provide assessment and support to staff taking student social workers on placement.

Personal commitment to continuous self-development and service improvement.

Undertaking responsibility for managing specific aspects of practice and leadership in the absence of the Team Manager.

Support where necessary in the wider roles and performance of the team in respect of adult safeguarding, assessments and reviews.

Key Behaviours, Skills and Technical Requirements

Our Manchester Behaviours

- We are proud and passionate about Manchester
- We take time to listen and understand
- We 'own it' and we're not afraid to try new things
- We work together and trust each other
- We show that we value our differences and treat people fairly

General Skills

- **Communication Skills:** Is able to effectively transfer key and complex information to all levels of staff, adapting the style of communication as necessary and ensuring that this information is understood. Ability to advise others and deal with sensitive issues in difficult situations inside and outside area, negotiating riskier demands.
- **Planning and Organising Skills:** Excellent time management skills, creating own work schedules, prioritising, preparing in advance and setting realistic timescales for own self and others. Has the ability to visualise a sequence of actions needed to achieve a specific goal and how to estimate the resources required.
- **Analytical Skills:** Ability to absorb, understand and quickly assimilate complex information and complex and compare information from a number of different sources. Ability to identify patterns and trends that may impact on decisions and propose realistic conclusions identifying the risks and any assumptions made.
- **Problem Solving and Decision Making Skills:** Ability to formulate independently a range of options for new or unfamiliar situations and to select the appropriate course of action to produce a logical, practical and acceptable solution. An ability to make independent decision of a relatively uniform nature.
- **ICT Skills:** Skills to use ICT systems to obtain and analyse data and present it effectively through a variety of ICT channels.
- **People Management Skills:** Ability to lead, manage and motivate staff to high levels of performance in order to achieve change and maximise staff potential and contribution to the achievement of identified aims and objectives. Can also lead and plan the work of the team which deals with more diverse issues.

Technical Requirements (Role Specific)

- Social Work Qualification
- Registered with Social Work England
- Experienced Social Worker in line with the Social Work Professional Capabilities Framework
- Experienced Practice Educator/BIA/AMHP
- Willing to consent to and apply for an enhanced (DBS) disclosure check

- Willingness to travel to any location within the boundaries of the City of Manchester.