

## CITY OF BRADFORD METROPOLITAN DISTRICT COUNCIL JOB PROFILE

<b>DEPARTMENT: Bradford Children and Families Trust</b>	<b>SERVICE GROUP: Children's, Integrated Front Door/ CE Hub</b>
<b>POST TITLE: All Age Exploitation Social Worker</b>	<b>REPORTS TO: Team Manager</b>
<b>GRADE: SCP 22-27</b>	<b>SAP POSITION NUMBER : 11050663</b>

The following information is furnished to help staff and those people considering joining the Bradford Children and Families Trust to understand and appreciate the general work content of their post and the role they are to play in the organisation. The duties and responsibilities highlighted in this Job Profile are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and scope of the post and the grade has been established on this basis.

As a candidate you will be expected to demonstrate your ability to meet the special knowledge, experience and qualifications required for the role by providing evidence in the application form for the purpose of shortlisting. Applicants with disabilities are only required to meet the essential special knowledge requirements shown by a cross in the end column of this section.

The employee competencies are the minimum standard of behaviour expected by the Trust of all its employees and the management competencies outlined are those relevant for a post operating at this level within our organisation.

Both sets of competencies will be used at interview stage and will not be used for short listing purposes.

<b>Key Purpose of Post:</b>
<p>Contribute to the provision of social work which enables people to remain independent, safe and well at home.</p> <p>Provide effective social work which reconnects people to natural networks of support through creative support planning and proportionate assessment which upholds and safeguards people's human rights and reflects the 5 statutory principles of the Mental Capacity Act 2005.</p> <p>Operate a social work service within departmental policy, practice and procedures</p>
<b>Main Responsibilities of Post:</b>
<ol style="list-style-type: none"> <li>1. Undertake social work practice through a non-judgemental approach that upholds social work values and safeguards people's rights in keeping with legal frameworks including the Care Act 2014, the Human Rights Act 1998, the Mental Capacity Act 2005 and Deprivation of Liberty Safeguards 2007 the Mental Health</li> </ol>

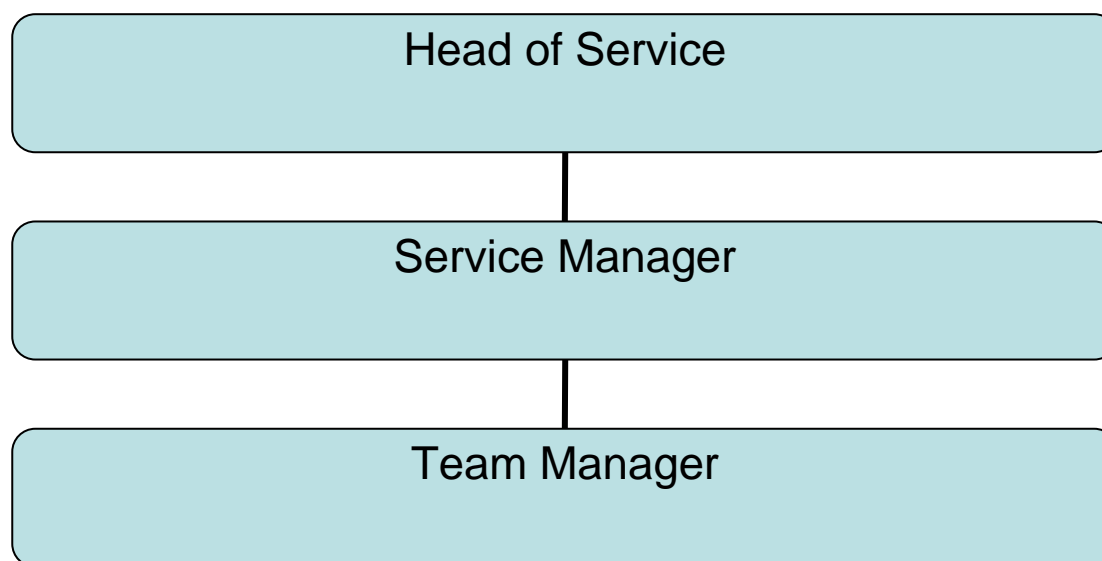
Act 1983.

2. Contribute to proportionate assessments within the framework of the Care Act 2014 which supports people to maintain their happiness, health and emotional well being, delaying and preventing the need for care and support and safeguard the rights of adults at risk of abuse. Taking into consideration vulnerability as adults and exploitation risk factors.
3. To support individuals, their families and carers through creative support planning which upholds the principles of relational based practice and is trauma informed in approach. Able to integrate a theoretical approach with evidenced based practice. Manage a caseload, exercising decision making in line with professional criteria and making sure that case work is appropriately planned, critically evaluated, and reviewed.
4. Identify and facilitate appropriate options with people to meet needs. Ensure the best use of existing universal and specialist resources and demonstrate innovation with these resources where appropriate.
5. To assist in the development of new resources and work on specialist projects relating to transitional safeguarding and exploited young people through to adulthood in terms of vulnerabilities and needs .
6. To regularly maintain accurate, concise and purposeful records of work in line with departmental policy on access to files and recording in a timely manner.
7. Give evidence to court and other relevant bodies as required
8. To participate continuously in professional development activities, including regular supervision and appraisal, in line with registration and Social Work England.
9. To act in accordance with the priorities and policies of the Department, actively promote and support policies on Equality and working in an anti oppressive manner.
10. Independently manage own workload seeking support and investigating solutions for workload difficulties.
11. Work in partnership with other agencies and organisations in line with the responsibility outlined above, upholding social work values in all aspects of professional practice. To contribute to multi disciplinary assessments and participate in planning meetings by ensuring that the 5 statutory principles of the Mental Capacity Act under pin all decision-making processes ensuring that the person's wishes, feelings and beliefs are central, and that the person is understood to be the decision maker.
12. Apply social work ethical principles and values to guide your professional practice and decision making ensuring that practice is proportionate in keeping with Article 1 Protocol 1 of the European Convention of Human Rights, upholds the right to a

private and family life in keeping with Article 8 and promotes principles of least restrictive interventions which reflect people's wishes, feelings and beliefs. Demonstrate confident application of ethical reasoning to professional practice, rights and entitlements, questioning and challenging others using a legal and human rights framework.

13. Provide support and mentoring for newly qualified staff and volunteers as required. Contributing to and promote the development of practice, taking the initiative to test new approaches & contribute to the learning of others.

**Structure:**



**Special Knowledge Requirement: Will be used for shortlisting.**

**Applicants with disabilities are only required to meet the essential special knowledge requirements shown by a cross in the end column.**

	Essential
Due to the Governments Fluency in English Duty for posts where employees speak directly to members of the public the post holder is required to meet the Advanced threshold level (which will be implemented where the post requires a greater level of sensitive interaction with the public e.g. in children's centres) – where the person is able to demonstrate that they can during the interview:  a) Can express themselves fluently and spontaneously, almost effortlessly b) Only the requirement to explain difficult concepts simply hinders a natural smooth flow of language	X
Demonstrate how to put person – centred values into practice in a way that promotes the values of individuals and to plan for their future well-being and fulfilment.	X
Effective communication and engagement with adults and carers.	X

Building trust and establishing relationships to meet their cultural, religious, language and health needs	
Able to support individuals to be the decision maker, developing their own support plans which uphold their wishes, feelings, and beliefs.	X
Able to interpret, understand and apply Equality and Diversity legislation in establishing best practice both at work and in relation to the community, challenging bias, prejudice and intolerance.	X
<p>Partnership Working – Working with others within the service and external partners to put adults and carers at the heart of decision making.</p> <ul style="list-style-type: none"> <li>Communicating well, sharing appropriate, succinct, objective information and analysis to aid joint decision making.</li> <li>Being proactive, persistent, and prepared to challenge and be challenged.</li> <li>Knowledge if the Children’s Act, transition to adulthood and vulnerabilities of when being exploited and at risk of exploitative harms.</li> </ul> <p>Knowing the 5 statutory principles of the Mental Capacity Act, the right of the person to be the decision maker, your responsibilities as their social worker advocating for their rights and other roles and joint procedures</p>	X
Be able to positively enable risk and ensure that any decision taken is in the person’s best interest and is the least restrictive option.	X
<p>An understanding of exploitation vulnerabilities, safeguarding and the human rights of adults</p> <ul style="list-style-type: none"> <li>Assessing risks and emotional resilience</li> <li>Reflecting and making informed judgments</li> <li>Upholding the Mental Capacity Act and the principles of Making Safeguarding Personal so that the person determines their own outcomes.</li> </ul> <p>Acting within local procedures, arrangements and others’ roles</p>	X
Demonstrate an understanding of the duties and responsibilities that underpins the work of health and well being in Bradford and Districts.	X
Able to gather and share information appropriately to ensure that people’s rights are upheld including the Data Protection Act, distinguishing fact from opinion, appraising information and identifying gaps, being open and honest about information sharing with adults and carers and writing reports clearly and ethically.	X
Able to work with service information systems demonstrating an understanding of Data Protection Act and rules governing confidentiality in relation to ICT.	X

<b>Relevant experience requirement: Will be used for short listing</b>
Must have minimum of 1 years’ experience as a social worker.
<b>Relevant professional qualifications requirement: Will be used for short listing</b>
<ul style="list-style-type: none"> <li>CQSW/CSS/DIPSW/Bachelors or Masters degree in Social Work or equivalent.</li> </ul>

- Commitment to work towards a Post Qualifying award
- Registered with Social work England

**Core Employee competencies at manager level to be used at the interview stage.**

**Carries Out Performance Management** – covers the employees capacity to manage their workload and carry out a number of specific tasks accurately and at a high standard.

**Communicates Effectively** - covers a range of spoken and written communication skills required as a regular feature of the job. It includes exchanging information/building relationships, giving advice and guidance, counselling, negotiating and persuading and handling private, confidential and sensitive information.

**Carries Out Effective Decision Making** - covers a range of thinking skills required for taking initiative and independent actions within the scope of the job. It includes planning and organising, self effectiveness and any requirements to quality check work.

**Undertakes Structured Problem Solving Activity** - covers a range of analytical skills required for gathering, collating and analysing the facts needed to solve problems. It includes creative and critical thinking, developing practical solutions, applying problem solving strategies and managing interpersonal relationships.

**Operates with Dignity and Respect** - covers treating everyone with respect and dignity, maintains impartiality/fairness with all people, is aware of the barriers people face.

**Working Conditions:**

Must be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the Equality Act 2010 in relation to Disability Provisions.

**Special Conditions:**

Maintain professional registration and meet the Social Work England standards of conduct, performance and ethics.

No contra-indications in personal background or criminal record indicating unsuitability to work with vulnerable adults/young people/ /finance (DBS check required as appropriate).

Hold a current driving licence (unless a disability prevents this) and appropriately insured (e.g. business use).

**Compiled by:**

**Grade Assessment  
Date:**

**Post Grade: Social Worker L2**

**Date:**