



JOB DESCRIPTION

Job Title: Social Worker - Family Placement

Department: Family Placement

Section: Commercial Services & Innovation

Reports to: Team Manager / Operations Manager

Line Manager and Budgetary Responsibilities

Direct reports: Typically None

Indirect reports: None

Budget managed: N/A

Key working relationships

Internal contacts: Family Placement Services
Fostering and Adoption Panels
Barnardo's Internal Services

External contacts: Local Authorities/Trusts
Foster Carers/Adopters
Inspectorate
Children and Young People

Job Purpose

This is a Social Work role in our Family Placement service (Fostering & Adoption) and is responsible for providing a social work service to foster carers/adopters and children/young people to ensure that the best outcomes for children and young people is achieved at all times in line with all statutory and regulatory requirements, alongside Barnardo's policies and procedures.

The role will also contribute to the development of the service by working collaboratively with Family Placement colleagues undertaking such activities as recruitment and training and supporting the wider Barnardo's Family Placement agenda.

Key Responsibilities

- Provide customised and focused Social Work support to Barnardo's cohort of foster carers and/or adopters to ensure they provide a safe and secure environment for children/young people placed
- Undertake appropriate Social Work assessments in line with the needs of the service users
- Adhere at all times to relevant Safeguarding procedures and immediately reporting child protection concerns internally in line with Barnardo's policy and when appropriate to external bodies
- Maintain knowledge and understanding of and adhere at all times to all Barnardo's policies and procedures, legislative requirements and relevant inspection bodies criteria
- Produce Social Work reports to be used externally and internally
- Represent Barnardo's and/or the service at external and internal meetings
- In accordance with Barnardo's policies and procedures, assist senior management to address service complaints as and when required
- As and when required, provide support to colleagues at Joint Supervision meetings
- Contribute to the development of the service by:
 - ensuring the voice of children/young people and carers/adopters are represented in the service through engaging in and where appropriate lead in the delivery of participation and consultation activities
 - delivering relevant training to Barnardo's cohort of foster carers and adopters to the relevant standards on both a group and individual basis and provide feedback to enable training materials to be updated to remain relevant and effective
 - providing feedback to enable the development of service policies and procedures or assist with service development projects in line with service business plans
 - providing feedback to enable development of service policies and procedures and service delivery to young persons, carers and adopters
 - supervision* of staff, students or volunteers may be expected
*allocating work, day to day supervision & support

Key Activities

Below is an overview of the key tasks and activities that are associated with the role on a day to day basis within the Family Placement context. Please note this list is not exhaustive and is provided as an overview only.

Fostering

- Regular supervisory visits, including unannounced

- Maintain accurate case recording at all times
- Completion of Form F assessments
- Partake in the Duty System
- Attend relevant multi agency meetings such as LAC reviews
- Representing the organisation at internal and external meetings
- Producing qualitative reports to be shared with relevant external agencies (e.g. Court, Local Authority/Trust, regulatory bodies)
- Partake in participation and consultation events with carers, children & young people
- Training delivery in both Group and Individual settings
- Undertaking project work as and when required

Adoption

- Maintain accurate case recording at all times
- Completion of PAR/Adoption assessments
- Attend relevant multi agency meetings such as LAC reviews
- Representing the organisation at internal and external meetings
- Family Finding
- Linking & Matching
- Producing qualitative reports to be shared with relevant external agencies (e.g. Court, Local Authority, regulatory bodies)
- Partake in participation and consultation events with adopters, children & young people
- Training delivery in both Group and Individual settings
- Undertaking project work as and when required

This Job Description and Person Specification reflect the duties of the post as they exist at this time and may be subject to changed based on the needs of the Department Programme. The post-holder may be required to undertake other duties commensurate with the salary and competence requirements of this post from time to time as required.

Pre-employment checks will be required for the role.



PERSON SPECIFICATION

All criteria are essential unless indicated as desirable (D).

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Please note: Applicants must demonstrate in their application form that they currently use the skills outlined below or have used them previously in employment, education, training, volunteering etc.

Educations/Knowledge

- Relevant Social Work Qualification such as DipSW, CSS, CQSW
- Valid Social Work registration – HCPC/CCWales/SSSC/NISCC
- Demonstrable knowledge of relevant Family Placement legislation
- Awareness of factors impacting on and issues facing vulnerable children and young people and families
- Demonstrable and applied knowledge of child protection procedures
- Understanding of the role of children's Social Workers; knowledge of the role of other agencies in particular, health and education; knowledge of the growth and development of children

Experience

- Previous post qualifying experience in child care setting settings and/or pre- qualifying work experience in Family Placement
- Post qualifying experience in Family Placement is highly desirable (D)
- Experience of group work and/or delivery of training
- Demonstrable experience in working with and on behalf of children, respecting and maintaining their individuality and promoting their positive development
- Experience of undertaking assessments

Skills/Abilities

- Ability to produce complex reports and management information – to be used for internal and external purposes
- Ability to work with a degree of autonomy, in a flexible and creative manner whilst maintaining adherence to policy and procedure at all times

Competencies

Knowledge: Having the right professional or technical qualifications for the job – continually updating and expanding skill base and selecting and applying what is required.

Concern for Accuracy: Acts to minimise errors and inaccuracies, maintaining high standards of accuracy and correctness in dealing with information and data. Adopting an orderly and precise approach to work paying careful attention to following standard procedures and ways of working.

Team Working: Ability to work collaboratively and share information within and across the organisation and contribute to the effective delivery of Barnardo's services. Builds and maintains good working relationships with colleagues to foster team spirit, commitment to the team and achievement of shared goals.

Client Service: Focuses on discovering and acting on the client's needs. A commitment to putting the client first. Clients may include 'internal' staff, external clients, and particularly the needs of children & young people representing the main focus of Barnardo's six building blocks.

Interpersonal Understanding: Understands, interprets, responds to others' concerns, motives, feelings and behaviours; accurately recognises strengths and limitations in others. Manages own feelings effectively to sustain a constructive input in a group setting as well as a one-to-one setting, even when working under stressful conditions.

Planning & Organising: Ensures the successful achievement of results through the effective planning and management of resources, which are in line with the organisation's strategic direction. An ability to think through and adopt a clear, sensible step-by-step approach to planning and organising work, making effective use of time and resources in order to get the job done as effectively as possible.

Circumstances

- Able to work in a non-smoking environment
- Ability & willingness to undertake independent regular travel – access to a car and or a UK driving licence may be an essential
- Flexibility in working hours and location, as per contract of employment.
 - Role may require post holder to attend meeting and events outside of normal working hours
 - Role may require travel to a number of locations

- Role will require post holder to take part in the Out of Hours Duty Rota

Barnardo's Basis and Values, and Equality, Diversity & Inclusion Code of Conduct

Actively demonstrate Barnardo's Basis and Values and Equality & Diversity Code of Conduct in all areas of work:

- Respecting the unique worth of every person
- Encouraging people to fulfil their potential
- Working with hope
- Exercising responsible stewardship

Completed by the People Team / Pay and Reward Team

	Name	Code
Grade	E32A	
Job Family	Operations	O
Job Sub-Family	Family Placement	OF
Organisational Level	Professional Level 2	P2
Area	UK WIDE	NI/RO/R1/R2/R3/R4/R5/R6/R7/R8/SC/WA