CITY OF BRADFORD METROPOLITAN DISTRICT COUNCIL

JOB PROFILE

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| **DEPARTMENT: Health and Well Being** | **SERVICE GROUP: Learning Disabilities Social Work Service** | |
| **POST TITLE: Advanced Practitioner** | **REPORTS TO: Team Manager** | |
| **GRADE SCP 33-34** **(plus up to 2 increments subject to BIA and AMHP status)** | | **SAP POSITION NUMBER :** |

The following information is furnished to help Council staff and those people considering joining the City of Bradford Metropolitan District Council 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 Council 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.

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| **Key Purpose of Post:** | |
| Provide advanced operational social work practice to adults with learning disabilities to support the quality of the social work response from the Learning Disability Social Work Service. To provide some first line management support to other staff within the service.  Provide an effective social work service within the Learning Disability Social Work Service for people with a learning disability who need short term support as well as longer term input to achieve outcomes that are in line with current legislation and what individuals want. To support the team in the daily functions; including support with promoting our Community Led Support offer, ensuring quality of assessments and providing support to those working with adults who meet Care Act 2014 eligibility within our service.  To further strengthen our social work practice by leading on professional practice standards which uphold that people have the right to live independent lives and where they do need support it is proportionate to need/circumstances. | |
| **Main Responsibilities of Post:** | |
| 1. Have their practice recognised as exemplary, and provide leadership and professional wisdom to their colleagues and other professionals for work in situations of high complexity where a concern has been raised about an adult at risk of abuse. 2. To work directly with people who use services, and those who care for them, as well as families and communities and providers to ensure safe practice and protection from abuse. 3. Undertake complex assessments and particular those where the degree of risk to the person’s human rights, specifically under ECHR Article 3, 5 and Article 8, requires greater volumes of experience and expertise. 4. Engage effectively with situations requiring the most complex and challenging multi agency input, complex family organisational dynamics, multiple problems/disadvantages, multiple significant risk factors, the need to take into account the Public Interest. 5. To lead on and continue to develop and embed community led support (CLS); ensuring people have the right support in the area they require it. 6. Prepare and present cases that require to be taken to Court of Protection on paper, or to a full hearing in consultation with the councils legal services where a person is at risk of, or is currently being deprived of their liberty whilst living in the community in Supported Living, Shared Lives or their own homes or subject to safeguarding concerns. 7. Make recommendations in respect of and use appropriate legal options and provide advice and direction to colleagues in relation to safeguarding concerns. 8. To help facilitate training, professional development and other learning opportunities for less experienced Social Work staff, on the basis of own expertise, promoting best practice and improved outcomes for clients. 9. Day to day professional support, direction and advice to colleagues and formal clinical supervision of selected staff, for example the co-working of cases, chairing of case planning meetings, consultation, coaching and mentoring. 10. To assist colleagues in promoting, developing and maintaining practice to the highest standard. To support and undertake discrete assessments or other tasks in respect of cases held by other staff as appropriate. 11. Facilitate maximum consultation with and participation of the people who require support. 12. Take part in continuous professional development opportunities including regular supervision and appraisal in line with registration with Social Work England’s standards; and undertake advanced learning throughout the department. 13. Provide/offer expert opinion within the organisation and others as a result of developing expertise in one or more areas of practice. Produce high quality assessments, accurately assessing and managing the highest level of risk and complexity. 14. Provide support across the workforce on social work professional standards relating to Learning Disability Social Work service practice. | |
| **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 Government’s Fluency in English for posts where employees speak directly to members of the public the postholder is required to meet the Advanced threshold level which will be applied where the postholder requires a greater level of sensitive interaction with the public.  You must be able to demonstrate that you can express yourself fluently and spontaneously (this will also be tested during the interview). | X |
| Demonstrate the ability to work within and provide expert support on legislation, procedures and policy guidance relating to the provision of safeguarding adults at risk of harm | 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 |
| Carry out effective communication and engagement with adults and carers, ie building trust and establishing relationships to meet their cultural, religious, language and health needs to help support those who may be at risk of experiencing harm. | X |
| Have a thorough and demonstrable understanding of The Mental Capacity Act (2005), The Mental Health Act (1983),The Human Rights Act 1998 and The Care Act 2014, up to date knowledge of case law which directly affects practice and be able to apply to practice situations. | 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 |
| Able to carry out effective partnership working i.e. working with others within the service and external partners to put adults and carers at the heart of decision making where there are safeguarding concerns. | X |
| Able to understand and enable others to support those who may be experiencing harm through the promotion of universal rights such as their Human Rights (particularly in relation to Articles 3, 5 & 8) and other initiatives such as Making Safeguarding Personal | X |
| Being proactive, persistent and prepared to challenge and be challenged. Knowing your responsibilities and others roles and effectively applying joint procedures and ensuring critical reflective practice underpins safeguarding approaches | X |
| Able to gather and share information appropriately to ensure that people’s rights are upheld including the Data Protection Act, GDPR, 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 e.g. SystmOne, ESS etc and demonstrate an understanding of Data Protection Act and rules governing confidentiality in relation to ICT. | X |

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| **Relevant experience requirement: Will be used for shortlisting** |
| A minimum of 2 ½ years experience working as a Social Worker |
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| **Relevant professional qualifications requirement: Will be used for shortlisting** |
| Social Work Degree/MA in Social Work  Best Interest Assessment (BIA) OR Approved Mental Health Professional (AMHP) OR Practice Educator Award (PE)  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. |

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| **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. | | |
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| **Special Conditions:** | | |
| The postholder will hold a current driving licence.  Provide a car for use at work (unless a disability prevents this) and *be* appropriately insured (e.g. business use). This does not apply to those staff employed prior to 1 April 2014.  Maintain professional registration and meet the Social Work England Professional Standards.  No contra-indications in personal background or criminal record indicating unsuitability to work with vulnerable adultsf /finance. Due to the nature of the post a DBS check will be required. | | |
| **Compiled by:**  **Elaine James**  **Date: 17/09/2020** | **Grade Assessment Date:** | **Post Grade: Advanced Practitioner Scp 33-34** |