

## Job Description

Job Title	Advanced Practitioner (Adults)
Grade	PO10
Reporting To	Team Manager - Adult Social Care
JD Ref	PC0213P

### Purpose

Working within the Standards of conduct, performance and ethics as described by Social Work England, ensuring compliance with legal, organisational and multi-agency requirements. Take a lead role in ensuring that all operational social work practice involving safeguarding, adult protection and high-level risk is of the highest possible standard and in accordance with relevant legislation and agreed policy, procedures and guidance.

### Main Duties And Responsibilities

#### Behavioural:

- Enjoy, achieve, create impact, and thrive in the role and organisation.
- Live our values in the role and organisation.

#### Adult Social Care service specific duties & responsibilities:

- Manage a case load where circumstances and needs have indicated high levels of risk and complexity, multiple incidents of safeguarding, critical decision making in relation to investigation and protection arrangements and recourse to legal applications (court of protection).
- Work alongside practitioners on cases where there are particularly high levels of complexity or risk.
- Ensure that individuals and carers are involved in timely assessment support planning and review processes, and that care and support plans are person centred and focussed on individual outcomes.
- Ensure that effective risk management, decision making, and preventative work is undertaken to promote independence of individuals and carers whilst taking into account the need to safeguard people effectively.
- Work closely with the Safeguarding Officers to develop best professional practice, policy and procedural developments and implement an induction programme for all new staff in relation to safeguarding.
- Chair Adult protection operational meetings where there are particularly high levels of complexity or risk.
- Ensure that complex cases that involve partners and their respective legal, statutory and regulatory functions are referred to the Safeguarding Unit for wider consideration.

- Support interventions that may require complex court work (court of protection).
- Take a constructive approach towards innovation and changes in methods of working which best improve the outcomes for individuals.
- Contribute to the development of safeguarding interventions related to the personalisation of social care and the implementation of these arrangements.
- Lead on specific projects including service developments as required.
- Authorise and quality assure reports, assessments & court documentation to ensure appropriate evaluation of risk & present evidence-based statements to Court.

### **Team Leadership**

- Provide strong leadership, strengthening engagement, growth, culture, innovation, collaboration and performance.
- Assign responsibilities, setting clear expectations, and deliverables to team members and empower them to excel in their roles.
- Through continuous improvement strengthen the tools, practices and impact of the service.

### **Communication, Engagement and Training:**

- Support and mentor practitioners in developing skills and expertise in safeguarding and the management of risk which will lead to improved outcomes for individuals.
- Working with other professionals and partners to achieve effective integrated and joint working through initiatives that require a multi-agency approach.
- Establish peer review learning initiatives in operational services and promote best practice and high standards of practice.
- Act as a Practice Educator/ Best Interest Assessor for students on placement and support staff on-going learning and development needs.
- Identify professional development and training needs of employees and to share that with the relevant Team Manager.
- Develop and promote effective multi professional working when dealing with safeguarding cases with partner agency professionals.
- Ensure that practitioners are effectively recording all documentation including day to day tasks and assessments.
- Allocate and manage workloads to take into account experience, capacity, complexity and skills of workforce.
- Develop networks between operational teams and external groups to promote safeguarding initiatives.
- Contribute to dignity in care initiatives with external partners.
- Responding to Councillors queries and attending Committee meetings when necessary.

### **Decision-Making:**

- Work within agreed policies, procedures and legislation.
- Work to a range of legal options to support investigation and protection.
- Working with more complex situations the post holder at this level is expected to undertake cases independently and demonstrate an ability to adapt their approach accordingly.
- Exercise high quality judgements, in situations of increasing complexity, risk, uncertainty and challenge.



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- Contribute to the supervisory process and on cases under their jurisdiction make decisions on their outcome in conjunction with their manager.
- Escalate more complex issues to Manager.

#### **Performance Management:**

- Contribute to the development of best operational practice including the completion of staff competency frameworks with social care practitioners with particular focus of skills development and building confidence.
- Contribute to operational service and case reviews and make recommendations as to how to better ensure robust and comprehensive assessment, protection planning, review and recording in high risk and complex cases.
- Contribute to the development of plans and the service on an operational and strategic basis.

#### **Compliance:**

- Adhere to and comply with all relevant corporate policies and procedures including Health & Safety, General Data Protection Regulations (GDPR), Corporate Governance and Code of Conduct.
- Ensure that all service initiatives adhere to relevant legislation, policies and practices.

#### **Other:**

- Any other duties commensurate with the grade.

## **Role Specific Knowledge, Experience And Skills**

#### **Qualifications**

- Social Work qualification e.g. Degree in Social Work; DipSW.
- Be registered with Social Work England and able to evidence this.
- Evidence of continuing professional development in line with PCF.
- Relevant post-qualifying/vocational training courses.
- Best Interest Assessor trained
- *Desirable - Recognised management qualification.*
- *Desirable - Requirement to undertake the practice educator award.*

#### **Knowledge & Skills**

- Up to date in depth knowledge of all legislation relevant to the Service Area including legislation relating to safeguarding, mental capacity and associated issues.
- Substantial post-qualification experience of working with children and/or adults in a statutory health or social care setting.
- Able to demonstrate practice which supports the core principles of Social Work England.
- Understanding of confidentiality and data protection requirements.
- Able to communicate verbally and in writing with a range of people including families and professionals.
- Awareness of current practice issues and challenges facing Social Workers.
- Willingness to move across teams according to the needs of the service.
- Sound assessment and interviewing skills.



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- Able to work effectively in partnership.
- Able to plan, prioritise and organise own workload and time.
- Commitment to anti-discriminatory practice.
- Understanding of equal opportunities in relation to people who use services.

### Experience

- Working in a professional capacity in a multi-agency team.
- Working with vulnerable individuals, carers and families in a Local Authority setting and ability to do so irrespective of their circumstances and background.
- Supervising, supporting and mentoring others including delivering training.
- Chairing meetings.
- Arranging support plans and/or packages of care.
- Joint working
- Undertaking safeguarding investigations, assessing and managing risk and planning appropriate interventions.
- Involving people who use services and carers in consultation and partnership.
- *Desirable - Working with a range of families with different issues and needs.*

### Additional Information

Ability to travel across the Borough and work from various locations.

Work hybrid, with a flexible working approach to accommodate service needs.

Expected to work from a fixed location (subject to change).

On occasion, able to work outside traditional hours, of a weekend and evening as required, adopting a flexible working approach in response to business requirements.

### Health & Safety Considerations:

- Work with VDUs (Video Display Unit) (>5hrs per week)
- Exposure to persons with challenging or aggressive behaviour

**Approved By: Pippa Philipson. Senior Manager Adult Social Care**

**Date Of Approval: 12th August 2024**



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